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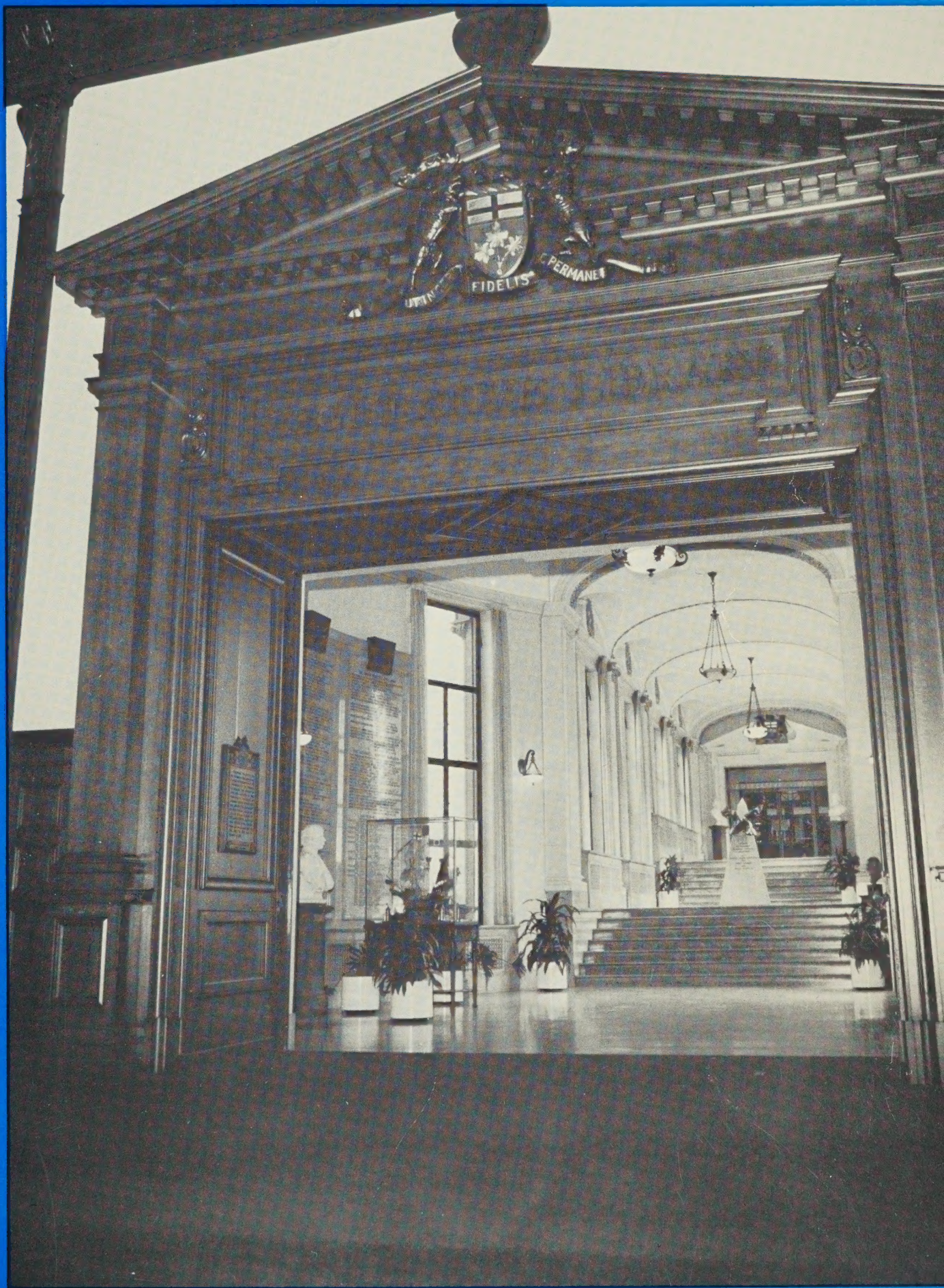
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# Annual Report of the Director / 1978-79



Legislative Library

Research and Information Services









# Annual Report of the Director / 1978-79



3  
Legislative Library, *Toronto*

2  
Research and Information Services

Government  
Publications











Office of  
the Director

Legislative Library,  
Research and  
Information Services

Legislative Building  
Queen's Park  
Toronto, Ontario  
M7A 1A2  
(416) 965-3742

15 November 1979.

CA20N  
XL 10  
- A56

The Hon. John E. Stokes, M.P.P.,  
Speaker of the Legislative Assembly of Ontario,  
Legislative Building,  
Queen's Park,  
Toronto, Ontario.  
M7A 1A2.

Dear Mr. Speaker:

I have the honour to present the Annual Report of the Director of the  
Legislative Library, Research and Information Services for the year  
ended 31 March 1979.

This Report is submitted pursuant to Section 105 (a) of the Standing  
Orders approved by the Legislative Assembly, 14 December 1978.

Respectfully submitted,

*R. Brian Land*

R. Brian Land,  
Director.





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## 1. Introduction

The Ontario Legislative Library is the lineal descendent of the parliamentary libraries of Upper Canada (1792-1841) and of the United Province of Canada (1841-1867). Since Confederation, it has been administered successively by the Speaker (1867-1926), by the Minister of Education (1926-1964), by the Provincial Secretary (1964-1972), and by the Minister of Government Services (1972-1976). On 1 April 1976, the Legislative Library became a branch of the Office of the Legislative Assembly under the authority of the Speaker.<sup>1</sup>

The goal of the Legislative Library, Research and Information Services branch is to provide information, reference and research services to the Members of the Legislative Assembly and their staffs in order to enable MPPs to carry out their legislative responsibilities in the most effective manner. The period under review in this report was one of considerable change for the Legislative Library as implementation of the Spicer survey recommendations continued and as preparations began for the introduction of a legislative research section and for the transfer of administrative responsibility for the Press Clipping Service to the Legislative Library.

## 2. The Spicer Study

A good beginning was made on implementing a number of major recommendations contained in The Ontario Legislative Library: Present Problems & Future Potential, a 1977 study prepared by Erik J. Spicer, Parliamentary Librarian, Ottawa.<sup>2</sup> In his report to the Select Committee (the Morrow Committee) on the Fourth and Fifth Reports of the Ontario Commission on the Legislature (the Camp Commission), Mr. Spicer made a total of 31 recommendations.<sup>3</sup> His recommendations were accepted in toto by the Morrow Committee and approved in principle by the Legislative Assembly on 3 November 1977, on the recommendation of the Members' Services Committee. These recommendations have provided the blueprint for a number of major changes which are dealt with in detail throughout this report.



### **3. Appointment of a Director**

In December 1977, in response to the top-priority recommendation of the Spicer study, the Board of Internal Economy authorized the establishment of a new position to be known as the Director of the Legislative Library, Research and Information Services. The position was publicly advertised early in 1978 and resulted in the appointment by Order-in-Council of R. Brian Land who took up his new position on 1 September 1978.<sup>4</sup>

For administrative purposes, the Director reports to the Speaker of the Legislative Assembly. The estimates of the Legislative Library, Research and Information Services must be approved initially by the Board of Internal Economy and are scrutinized subsequently by the Standing General Government Committee. Under the new Standing Orders approved by the Legislative Assembly, 14 December 1978, the Director is required to make an Annual Report to the House.<sup>5</sup>

### **4. Reorganization of User Services**

Reorganization of services directly related to users resulted in the formation of a new Information and Reference Services unit which came into being 1 January 1979, coincident with the appointment of Mary E. Dickerson to the newly created position of Head. This unit has responsibility for responding to requests for information and for reference material utilizing books, newspapers, periodicals, government publications and reports, as well as material obtained from the Current Data File and from computer data-base searches. The Information and Reference Services unit is also responsible for circulation of Library materials to borrowers.<sup>6</sup>

### **5. Establishment of a Current Data File**

One of the priority recommendations of the Spicer study was for the establishment in the Library of a Current Data File (or "Vertical File") of clippings, pamphlets, brochures, etc., arranged according to subject. In March 1979, such a file was begun, incorporating the existing clipping and pamphlet files. The new Current Data File consists of material on subjects

of interests to Members of the Legislature, the caucuses and officers of the Assembly. Topics range from child abuse to nuclear energy, from liquor prices to economic conditions in Ontario. The File also contains biographical information on current and former MPPs and other prominent persons, and bibliographies on a variety of topics such as parliamentary committees and the theory of ministerial responsibility. The core of the File is made up of clippings from The Globe and Mail, The Toronto Star, The Toronto Sun, The Financial Post and The Financial Times of Canada. Political columns and relevant editorial comments from other Ontario daily newspapers are also included. Beside newspaper clippings, the Current Data File contains pamphlets, speeches, brochures, etc., which provide other pertinent up-to-date information. The great value of this File is that it provides ready access to current information on a specific topic as well as a chronological approach.

#### 6. **Provision of a Computer-Based Reference Service**

In November 1978, The Legislative Library acquired a Datamex Miniterm Model 1203 portable computer printing terminal and began subscribing to selected computer data bases prepared by commercial firms. These data bases, which are stored on magnetic tapes maintained by various companies in the information industry, consist of thousands of citations to monographs, periodicals, newspapers, government publications and reports, and are accessed by means of the computer terminal located in the Library. As of 31 March 1979, the Library was subscribing to data bases marketed by QL Systems, Kingston; INFO GLOBE, Toronto; the New York Times Information Bank and ORBIT, both marketed through Infomart, Toronto; and DIALOG, marketed through Micromedia Limited, Toronto. Use of commercially prepared data bases by libraries is a comparatively recent phenomenon and one which makes it possible to search thousands of reference sources in a short period of time. One of the effects of the spread of computer-based reference service in libraries is the increasing number of loans between libraries as they seek to locate copies of documents and reports discovered through computer searches.



## 7. Development of the Collection

Several of the recommendations in the Spicer survey dealt with the need for improvement of the Library's collection of books and other materials. During the year, particular attention was given to the building up of the information and reference collection in order to facilitate service to Members and to provide improved resources to support the proposed Legislative Research Service unit. This collection consists chiefly of dictionaries, encyclopedias, almanacs, yearbooks, handbooks, atlases and gazetteers, directories, periodical indexes and abstracting services, and a variety of looseleaf service publications.

The list of periodicals and newspapers received by the Library was reviewed in order to add new titles relevant to the interests of the Legislative Assembly. Orders were placed for an additional two daily and 48 weekly newspapers requested by Members as a result of a questionnaire survey in April 1978. The Library's newspaper collection includes all Ontario dailies and virtually every Ontario weekly paper as well as newspapers from major cities in Canada and selected cities in the United States and abroad.

During the year, subscriptions were placed for selected Ontario metropolitan daily newspapers on microfilm: The Hamilton Spectator, 1978 - ; The London Free Press, 1978 - ; The Ottawa Citizen, 1975 - ; The Sudbury Star, 1978 - ; and The Windsor Star, 1978 - . In addition, back files of microfilm copies of The Globe and Mail, 1936-54, and The Toronto Star, 1950-55 were acquired.

In response to recommendations in the Spicer survey, the Library intensified its efforts to weed the collection (that is, to withdraw material outdated or irrelevant to the needs of the Legislative Assembly) and to offer discarded material to other institutions. Some 146 volumes of early Toronto newspapers were withdrawn and presented to the Archives of Ontario.

For the benefit of MPPs, a small collection of fiction and other recreational reading was provided. Some of the collection is located in the Member's Reading Room in the library; the remainder is located in the East and West Lobbies adjacent to the Legislative Assembly Chamber.

## **8. New Staff Positions**

The Spicer report, prepared in 1976, recommended the addition of six new positions (excluding those recommended for the proposed research unit), in order to bring the Library staff up to an adequate level. These six positions were advertised and filled during the year as follows: a reference librarian, a cataloguer, a cataloguing technician, a government publications technician, a secretary, and a messenger. As of 31 March 1979, there were 24 positions on the regular full-time staff of the Library: the Director, eight librarians, eleven library technicians, and four other support staff.

## **9. Additional Space and Renovations**

In his survey of the Legislative Library, Erik Spicer recommended that half the office space on the fourth floor of the North Wing of the Legislative Building then occupied by the Provincial Secretariat for Social Development be assigned to the Library as soon as it became available. After the Secretariat vacated these quarters in the Fall of 1978, Mr. Speaker Stokes assigned half of the fourth floor office space to the Library. Following minor renovations, Library employees engaged in Technical Services (acquisitions, cataloguing and classification) and in processing government publications moved into fourth floor offices in February 1979. The remainder of the Library's fourth-floor office space was earmarked for occupancy by the proposed Legislative Research Service.

Working in conjunction with officials of the Ministry of Government Services, Library staff began to develop detailed proposals for the renovation of the Library's quarters on the third floor of the North Wing with a view to achieving more efficient use of space for users and staff. Since the Library moved into the newly completed North Wing in 1912, there has been only one major renovation of the Library's quarters which was completed in 1965.

## **10. Preparation for a Legislative Research Service**

One of the major recommendations of the Spicer survey was that a research unit be established within the Legislative Library to consist



initially of seven research officers and four secretarial support staff. With the approval of the Board of Internal Economy, the Director was given permission to advertise for a Chief of the Legislative Research Service and for three research officers and two support staff. The competition for the position of Chief of the Legislative Research Service attracted nearly 300 applications while the one for research officers drew approximately 800 responses. A selection board consisting of the Director, the Personnel Officer of the Legislative Assembly, W.S. Wilson, and Erik J. Spicer, Parliamentary Librarian, interviewed nineteen candidates before selecting William S. Wu.<sup>7</sup> Dr. Wu took up his new post as Chief of the Legislative Research Service on 1 May, 1979. Selection of the three research officers carried over into the 1979-80 fiscal year.

#### 11. **Assumption of Responsibility for the Press Clipping Service**

The Second Interim Report of the Select Committee (the Morrow Committee) on the Fourth and Fifth Reports of the Ontario Commission on the Legislature recommended that responsibility for the Press Clipping Service be transferred to the Legislative Library, a recommendation subsequently endorsed by Erik Spicer in his survey. Effective 1 April 1979, and with the approval of the Speaker and Board of Internal Economy, responsibility for administration of the Press Clipping Service (located at 700 Bay Street) was transferred from the Office of the Director of Administration to the Office of the Director of the Legislative Library, Research and Information Services. The function of the Press Clipping Service is to supply, on request, copies of clippings appearing in seventeen major daily and two weekly newspapers on topics of particular interest to individual Members and research caucuses. As of 31 March 1979, there were approximately 80 clients for this service.<sup>8</sup>

#### 12. **Publicizing Library Services**

The Spicer survey pointed out that, in order to improve its usefulness to Members, the Legislative Library would have to advertise its services more effectively within the Legislature. To this end, the staff of the Library held and will continue to hold orientation sessions for both individuals and groups on how to use the Library's resources most effectively. In addition,

the Director met with each of the three caucuses research groups to discuss existing and proposed Library services. For some time, the Library has issued a bimonthly list of selected new books (Bi-Monthly Book List) and a monthly list of selected periodical articles (Periodical Selections) for the information of Members. The latter publication, in particular, has generated a heavy volume of requests for photocopies of useful articles. A new newsletter, Memo to Members, was in the planning stages for 1979-80. The purpose of this newsletter will be to keep Members informed on a regular basis of new Library developments and services and of notable additions to the collection. A new booklet for Members describing the Library and its services was also being planned.

### **13. Study of Automated Cataloguing Systems**

During the fiscal year 1978-79, more than 95 percent of the print materials added to the collection were publications issued by various governments. Only a small proportion of these materials were fully catalogued thereby providing access by author, title and subject. These included the more important publications such as the reports of royal commissions, commissions of inquiry and special committees. However, because of the time and expense involved, most government publications have not received full cataloguing but have been recorded in the Library in a Kardex-type file. As a result, use of these uncatalogued publications has been hampered by the lack of a publicly accessible record and by the lack of access by subject. In order to examine alternative ways of processing government publications, the Legislative Library commissioned a study by Bibliometrica Limited, Toronto, to examine in a preliminary way automated cataloguing systems which could overcome the deficiencies mentioned above. The study, completed in March 1979, proved helpful to the Library in identifying options available to it in terms of computer-based automated cataloguing systems. Further examination of these options is proceeding.

### **14. Depository System for Federal Government Publications**

During the year, in an economy move, the federal Minister of Supply and Services declared his intention of cutting the budget for free distribution



of federal government publications to libraries from \$2.4 million to \$1.2 million and of reducing by half the number of libraries with full and selective depository status. Among other effects, the cutbacks would have removed the depository status of the University of Toronto Library and York University Library, leaving the Ontario Legislative Library and the Metropolitan Toronto Central Library as the only full depository libraries for Canadian government publications to serve the Toronto area.

In company with colleagues from these three other depository libraries, the Director of the Legislative Library met in Toronto with the Secretary of State for Canada, the Hon. John Roberts, M.P., P.C., on 12 January 1979, to protest against the effect the proposed cutbacks would have on access to information about federal government programs and services. As a result of this and many other protests by libraries and individuals, the Hon. Pierre De Bane, M.P., P.C., Minister of Supply and Services, announced on 8 February 1979 that none of the 586 libraries would lose their status as selective or full depository libraries. The Legislative Library's status as a full depository library for Canadian federal government publications, which it attained in 1953, therefore remained unchanged.

#### **15. Ontario Government Librarians' Council**

Members of the Library staff continued to participate actively in the work of the Ontario Government Librarians' Council. The aims and objectives of the Council are to foster the exchange of information and to further co-operation among members of the Council; to analyze, discuss and recommend solutions regarding problems of library techniques; to encourage the continuing education and training of all levels of library staff; to provide an advisory service to ministries and individual government librarians in library planning or management; and to carry out bibliographic projects of interministerial value.

Membership in the Council includes those persons who are directly responsible for the library function in each Ministry of Government. E. Pat Hay, Senior Librarian, represented the Legislative Library on the Council from 1 April to 31 August 1978; Brian Land represented the Library on the Council after his appointment as Director on 1 September 1978. Mrs. Hay also chaired the Council Committee charged with the responsibility for

editing a second edition of the Union List of Serials in Ontario Government Libraries, and Marilyn White, Technical Services Librarian, served as reporting secretary for the Council's Technical Services Group.

#### 16. **Director's Visit to Barbados**

The Director accompanied members of the Ontario Branch of the Commonwealth Parliamentary Association on their visit to Barbados 17-24 March 1979. The eight-member group, led by the Speaker of the Legislative Assembly, was repaying a visit to Ontario in August and September 1978 by a Parliamentary delegation from Barbados. During the course of the visit, the Director toured a number of libraries including the Library of Parliament, the Barbados Public Library, Bridgetown, and the Library of the Cave Hill Campus of the University of the West Indies. At the request of the Librarian of Parliament of Barbados, the Director prepared a report summarizing his observations and offering suggestions for improvements in the facilities and services of the Library of Parliament. Copies of the report were also sent to the President of the Senate and the Speaker of the House of Assembly.

#### 17. **Visitors to the Library**

On 6 December 1978, the Toronto Chapter of the Canadian Association of Special Libraries and Information Services held a meeting in the Legislative Building. The meeting, which attracted about 100 persons, featured an address by the Director on new developments in the Legislative Library. The meeting was followed by a tour of the Library conducted by members of the staff.

On 1 March 1979, 37 students and four members of the teaching staff of the Library Technology program of Cambrian College of Applied Arts and Technology, Sudbury, visited the Library for an orientation presentation and tour.

Jocelyne LeBel, Director, New Brunswick Legislative Library, visited the Library on 8 August, 1978.



18. **Acknowledgements**

The Director would like to acknowledge the contribution of the entire staff of the Legislative Library during this difficult transitional year. In particular, special thanks is due Mrs. E. Pat Hay, Senior Librarian, who was in charge of the Library pending the appointment of the Director. The Director would also like to express his appreciation to the Speaker, the Hon. John E. Stokes, to the Director of Administration, Robert J. Fleming, and to the members of the Board of Internal Economy for their continuing interest in and support of the Legislative Library.

R.B. Land  
Director  
Legislative Library,  
Research and Information Services

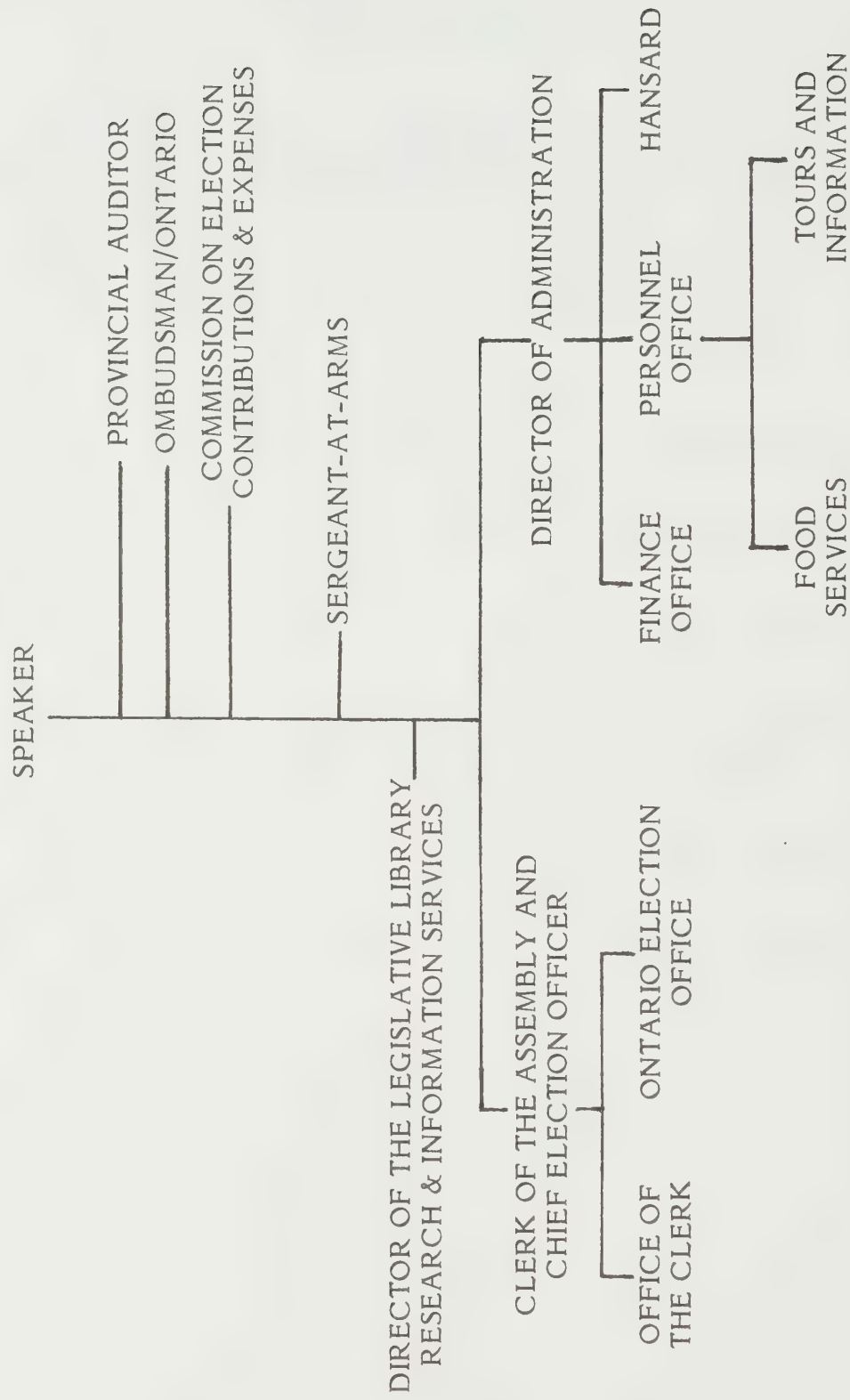
### Footnotes

1. See Appendix A for an Organization Chart of the Administrative Structure of the Legislative Assembly.
2. Spicer, Erik J., Zink, Zora, and Wright, Anthony. The Ontario Legislative Library: Present Problems & Future Potential. Ottawa, 1977. Published as Appendix B of the Final Report of the Select Committee on the Fourth and Fifth Reports of the Ontario Commission on the Legislature. Toronto: The Legislative Assembly of Ontario, 1977.
3. See Appendix D.
4. See Appendix E.
5. See Appendix C.
6. See Appendix B for an Organization Chart of the Administrative Organization of the Legislative Library.
7. See Appendix F.
8. See Appendix J.



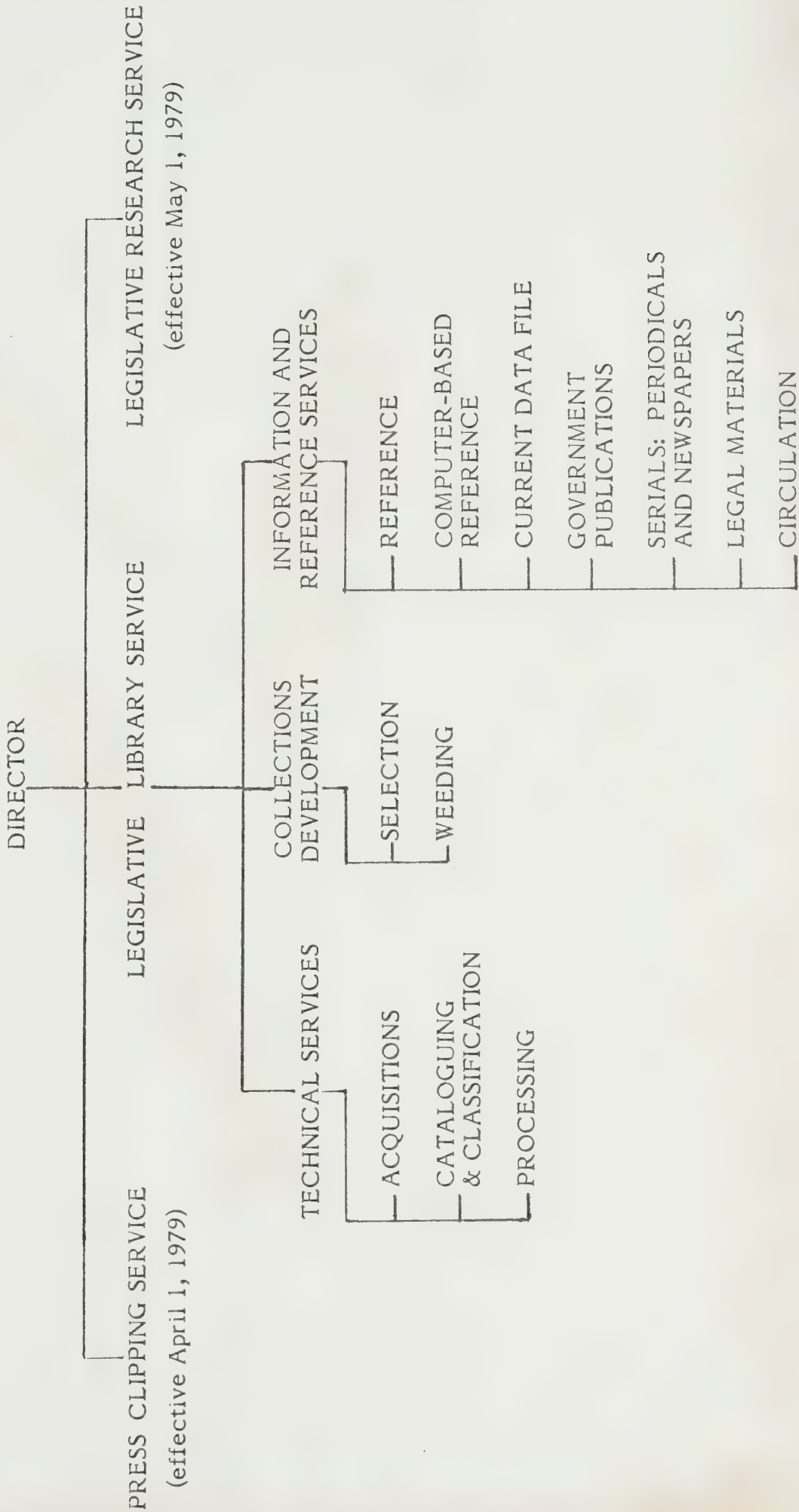
Appendix A

ORGANIZATION CHART:  
ADMINISTRATIVE STRUCTURE  
ONTARIO LEGISLATIVE ASSEMBLY



Appendix B

ORGANIZATION CHART:  
ADMINISTRATIVE STRUCTURE  
LEGISLATIVE LIBRARY,  
RESEARCH AND INFORMATION SERVICE





**Annual Report, 1978-79**

**Appendix C**

LEGISLATIVE ASSEMBLY OF ONTARIO

STANDING ORDER 105

Approved by the Legislative Assembly

Thursday, December 14th, 1978

XVIII LIBRARY

Director's  
report

105.(a) The management of the Library, including regulation of admission, Library hours, and security and preservation of the collection, is the responsibility of the Director of Library Services, subject to such special orders as he may receive from the House, and the Director shall make an annual report to the House.

Catalogue

(b) A catalogue of the books belonging to the Library shall be kept and the reports thereon included in the Director's annual report.

## Annual Report, 1978-79

### Appendix D

#### SPICER SURVEY RECOMMENDATIONS AND PRIORITIES

As this is a time of fiscal restraint the importance of careful consideration, based on sound information, should be more apparent than ever. In boom times, error and extravagance are less obvious, but now the cost of ignorance can be devastating.

We therefore feel that this is a particularly auspicious time for the Legislature and the Government of Ontario to demonstrate a real commitment to information and research. To do less, would suggest more interest in problem discussion than in problem solving.

The sensible way to make a public commitment to a better informed Legislature is by improving the inadequate resources at hand. This can best be done by implementing the recommendation that:

- V-1: A Department of Legislative Research, Library and Information Services be created under a new Director who will clearly merit the suggested pay by bringing outstanding experience, sound professional training, initiative, energy, ability and passion to the task of helping the Ontario Legislature, Government and Opposition, be truly well-informed. The creation and funding of this Department and the appointment of its Director is the vital first step.

Following this, our other recommendations should proceed as the new Director believes, though some could precede the appointment.

- A. As priorities for the new Director we recommend that:

- IV-8: The Library/Department hire seven research officers to form a unit offering expertise in law, economics, one of the physical sciences, sociology, governmental affairs, politics and environmental questions, and to support them, one secretary and three stenographer/typists.

- IV-7: A clipping file be established in the Library/Department to scan selected newspapers for material of value to MPPs, Legislative Staff and the Press Gallery, the clippings to be filed by subject, copies to be supplied as requested.
- II-1: A new eye-catching publication be issued to MPPs, Legislative Staff and the Press Gallery describing the new Department in specific terms and clearly listing all its services. This should be followed up with a visit from the new Director or another convincing and knowledgeable staff member.
- B. To enable these new services to be properly supported provision should be made as soon as possible to ensure that:
- VII-3: The sum of \$125,000 be allocated as soon as feasible over and above the budget and over a period of three years to enable the Library to improve its collection and the new Department to equip its staff in the shortest possible time.
- III-10: Supplementary funds be made available immediately from the sum specified in recommendation VII-3, for the sole purpose of improving the Library's collection.
- VII-2: For fiscal 1977/78, the Library/Department budget be slightly more than double the present projection with a 10% growth each year thereafter.
- VI-3: On the 4th floor of the north wing all office space east of the elevator on the north side and along the entire east side be assigned to the Library/Department as soon as it becomes available.
- VI-2: Purely as a temporary measure, if the staff is appointed before the space in VI-3 is available, the proposed research unit be suitably housed in the Members' Reading Room.
- VI-1: Part of the reading area between the cataloguing room and the reading room alcove (RR Area 2) be partitioned off and allotted



to the clipping file before the arrival of its staff and furnishings.

- C. To ensure that there will be no doubt regarding the new Department's role of Legislative Service the following should be done even before it is created and the Director appointed. That is to say that:

- II-2: Personal borrowing privileges of Ontario civil servants at the Library be rescinded and all their future borrowing from it be by inter-library loan.
- II-3: Material in the Library be made available to the civil service, students and the public only if it is unavailable elsewhere in Toronto.
- IV-4: Charges for Xerox and microfilm copying for MPPs, the Press Gallery, Legislative Staff and government departments be discontinued. Charges, to further discourage outside use, would continue for strangers.
- II-4: The staff at the Information Desk at the main entrance to the Legislative Building be instructed to clear requests for admission with the Library before allowing entry.
- II-5: The protective staff, even if not on duty in the library, be instructed to assist the librarians if called upon.

- D. The Library staff, largely freed from the burden of service to "strangers" could then easily ensure that:

- IV-1: The Library remain open until the House rises, personnel on duty to be compensated by equal time off the following day.

To recognize their difficult hours, the pressure of their work and the importance of the people they serve, and to ensure that the best are attracted and retained, it is recommended that:

- VII-1: The salaries of Legislative librarians and technicians be increased by 3% above Civil Service salaries and maintained at this higher level.
- E. To ensure that substantially improved library service be available it is clearly necessary that:
- IV-2: One additional professional reference librarian be hired.
- IV-6: One cataloguer and one technician be added to the cataloguing staff.
- IV-5: One additional technician be hired, when necessary, to assist with official publications.
- IV-3: A messenger be hired for the exclusive use of the Library.
- F. This strengthened Library staff could then attack the problem of improving the collection by ensuring that:
- III-8: A concentrated effort be made to obtain a larger selection of newly published material, especially on economics and political science, and that Library users be encouraged to make recommendations.
- III-7: Selected additional material published by the United Nations and its agencies, especially on economics, public health, and urban problems, be added.
- III-5: Relevant U.S. Congressional committee hearings be obtained.
- III-9: For the benefit of MPPs a small collection of recreational reading, fiction and non-fiction, be provided.
- III-2: As the need arises, researchers and other well-informed persons be asked to supply lists of specialist reference material to be purchased.

G. Concurrently, the same enlarged staff could streamline the collection by seeing that:

- III-11: The map collection be offered first to the Archives of Ontario and then to the Robarts Library, both of which have experts available to ensure that maximum care is taken and maximum use made of maps or atlases not required by the Legislature. Any surplus maps remaining should be offered to the National Library.
- III-6 United States official publications not required by the Legislature be handed over to other, preferably departmental, libraries where they could be of greater public use.
- III-3: Long runs of hard copy of old newspapers be offered to the Archives of Ontario as soon as possible. Those remaining after their selection should then be offered to other Toronto and Ontario libraries, including the National Library.
- III-4: Long runs of historically important periodicals be offered first to the Archives of Ontario, then to departmental libraries, the Robarts Library, the Metro Toronto Public Library, and the National Library.
- III-1: After the enlarged staff has done all it can to reduce the collection, the Provincial Archives should be invited to select material which may be more useful there. A rare book librarian from the Robarts Library should then be invited to select other material, not required by the the Legislature, for transfer to the Robarts Library for public use.

This, then, is our guide to improved service to the Legislature. Much has been left unsaid, but there is challenge enough in what we have said in our suggestions and observations, as well as in our recommendations.

Respectfully submitted,

Erik J. Spicer,  
Parliamentary Librarian.





## Speaker's Chambers

Annual Report, 1978-79

Parliament Buildings  
Toronto, Ontario  
M7A 1A2

(416) 965-2331

### Appendix E

28 April, 1978

#### FOR IMMEDIATE RELEASE

Re: Appointment, Director of the Legislative Library,  
Research and Information Services

Queen's Park - The Honourable John E. Stokes, Speaker of the Ontario Legislature, today announced the appointment of Professor R. B. Land, 50, to the newly created position of Director of the Legislative Library, Research and Information Services. Professor Land, who will be appointed by Order-in-Council and report to the Speaker, is a former Dean of the Faculty of Library Science at the University of Toronto where he now serves as a senior professor.

Professor Land's appointment reflects the decision of the Legislature to implement a major reorganization of the Library based on recommendations made by the Ontario Commission on the Legislature including the formation of a research department and improved reference services to more clearly orient Library services to Members.

Professor Land, who holds graduate degrees from the University of Toronto in library science, political science and public administration has held various senior administrative posts at the University, and is a former President of the Canadian Library Association. He is the author of over 40 articles and books.

Professor Land will take up his appointment on September 1.



Annual Report, 1978-79

Legislative Library, Research and Information Services

Appendix F

Office of the Director

CHIEF OF RESEARCH SERVICES

(416) 965-5261

April 24/79.

Brian Land, Director, Legislative Library, Research and Information Services, is pleased to announce the appointment of Dr. William S. Wu to the newly created position of Chief of Research Services.

Dr. Wu brings to this new position some nine years of experience with the Ontario Public Service during which time he has been involved in policy development, program planning, control systems, and in research in assessment, taxation, and allied fields. He has written on a variety of topics such as real property taxation, intergovernmental relations, administration and management, metrication, solar energy, heritage conservation, and photography.

Prior to joining the Ontario Public Service in 1970, Dr. Wu completed his doctoral degree in economics at the University of Toronto where he specialized in Development Administration and Industrial Sociology. He holds an M.A. degree from Carleton University in Public Administration and Public Law and an M.A. from the University of Hawaii in Public and Development Administration. He also has a B.A. degree in Journalism from National Chengchi University, Taiwan. Formerly a professional journalist, his media experience includes editing, managing and broadcasting.

As Chief of Research Services in the Legislative Library, Dr. Wu will direct a staff whose function will be to serve Members of the Legislative Assembly and its committees by providing research assistance and papers for MPPs on a variety of topics of concern. He begins his new duties May 1, 1979.

The appointment of Chief of Research Services in the Legislative Library is the first step in the establishment of the new research unit which ultimately will have a staff of seven research officers and four secretarial support staff.

## Annual Report, 1978-79

### Appendix G

#### NOTABLE ACQUISITIONS

American Statistics Index: Fourth Annual Supplement, 1977. Washington: Congressional Information Service, 1978. 2 vols.

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## Annual Report, 1978-79

### Appendix H

#### STATISTICAL SUMMARY

	<u>Fiscal</u> <u>Year</u> <u>1977-78</u>	<u>Fiscal</u> <u>Year</u> <u>1978-79</u>
<u>ACQUISITIONS</u>		
Books Ordered (titles)	1,413	1,924
Books Received (volumes)	2,037	2,116
* Government Publications Received (items)	32,537	47,140
Periodicals Received (titles)	697	683
Newspapers Received (titles)	220	270
Microforms Received:		
Microfiche (sheets)	3,650	10,192
Microfilm (rolls)	380	863

\* Excludes Government Publications received in microform.

#### PROCESSING

Items Catalogued:		
Books (titles)	n/a	1,496
Books (volumes)	1,054	1,950
Microfiche (titles)	13	15
Government Publications (titles)	463	395
Government Publications (volumes)	n/a	639
Items Processed for Collection	n/a	1,760
Catalogue Cards Filed	22,240	27,742
Items Withdrawn (volumes)	1,029	* 1,128
Items Bound (volumes)	573	481

\* Includes 146 volumes of bound newspapers transferred to the Archives of Ontario.

#### LOANS AND INQUIRIES

Loans (Monographs and Government Publications)	2,966	4,405
Loans (Interlibrary)	238	294
Lent	180	258
Borrowed	58	36
Microforms Used in Library:	n/a	
Microfiche (sheets)		23
Microfilm (reels)		554
<u>Periodical Selection Photocopies:</u>	n/a	
Articles Requested		1,090
Pages Photocopied		8,230
Reference Inquiries	9,017	8,063

Annual Report, 1978-79

Appendix I

ESTIMATES AND EXPENDITURES

<u>ESTIMATES</u>	<u>Fiscal</u> <u>Year</u> <u>1977-78</u>	<u>Fiscal</u> <u>Year</u> <u>1978-79</u>
Salaries and Wages	\$ 229,100	\$ 284,500
Employee Benefits	29,200	46,600
Transportation and Communications	2,300	3,000
Services	10,000	224,500
Supplies and Equipment	67,200	100,000
Recoveries (Photocopy Receipts)	<u>- 3,000</u>	<u>- 2,000</u>
TOTAL	<u>\$ 334,800</u>	<u>\$ 656,600</u>

EXPENDITURES

Salaries and Wages	\$ 237,471	\$ 291,398
Employee Benefits	27,558	47,923
Transportation and Communications	204	5,875
Services	7,273	11,541
Supplies and Equipment	68,256	161,551
Recoveries (Photocopy Receipts)	<u>- 3,041</u>	<u>- 2,306</u>
TOTAL	<u>\$ 337,721</u>	<u>\$ 515,982</u>



Annual Report, 1978-79

Appendix J

PRESS CLIPPING SERVICE: STATISTICS, ESTIMATES AND EXPENDITURES

<u>STATISTICS</u>	<u>Fiscal</u> <u>Year</u> <u>1977-78</u>	<u>Fiscal</u> <u>Year</u> <u>1978-79</u>
No. of Clippings	487,016	553,531
No. of Clients	77	86

ESTIMATES

Salaries and Wages	\$ 58,000	\$ 77,100
Employee Benefits	7,200	10,400
Transportation and Communications	---	200
Services	18,000	26,500
Supplies and Equipment	<u>5,000</u>	<u>6,600</u>
TOTAL	<u>\$ 88,200</u>	<u>\$ 120,800</u>

EXPENDITURES

Salaries and Wages	\$ 62,779	\$ 89,505
Employee Benefits	6,207	6,782
Transportation and Communications	472	5
Services	29,039	16,195
Supplies and Equipment	<u>5,881</u>	<u>6,480</u>
TOTAL	<u>\$ 104,378</u>	<u>\$ 118,967</u>

**Annual Report, 1978-79**

**Appendix K**

STAFF ROSTER

(1 April 1978 - 31 March 1979)

ADMINISTRATION

Director: Brian Land, B.A., M.A., B.L.S., M.L.S. (Appointed 1 September 1978)

Secretary to the Director: Joan Stephens (Appointed 5 March 1979)

LEGISLATIVE LIBRARY SERVICE

Senior Librarian: Eileen P. Hay, B.A., B.P.H.E., B.L.S., M.L.S.

Accounts Clerk: Sumi Johnson

Clerk/Typist: Edith Henderson (Part-time)

INFORMATION AND REFERENCE

Head: Mary E. Dickerson, B.A., B.L.S., M.L.S., (Appointed 1 January 1979)

Librarians: Reference: Susan Waitman, B.A., M.L.S.

Eleanor Barnes, B.A., B.L.S. (Part-time)

Government Publications: Mary Faulkner, B.A., M.S.

Serials: Maureen Davis, B.A., B.L.S., (Resigned 16 May 1978)

Mary E. Dickerson, B.A., B.L.S., (19 June 1978 - 31 December 1978)

Katrin Horowitz, B.A., B.L.S. (Appointed 5 March 1979)

Technicians: Jill Cartwright, Clerk-Messenger (Appointed 2 January 1979)

Estelita Chan, B.A., Circulation Clerk

Josephine De Lucia, B.A., U.S. Government Publications Technician

Margherita DiConza, Cleaner (Appointed 12 October 1978)

Heather Huber, Summer Student Assistant (1 May - 18 August 1978)

Julie M. Karasawa, B.A., Canadian Government Publications Technician

Myra Mitrovica, Newspaper/Periodicals Clerk (Appointed 24 July;  
resigned 5 December 1978)

David L. Parkin, Clerk Messenger (1 August 1978 - 31 December 1979)  
Newspaper/Periodicals (Appointed 1 January 1979)

Mary F. Sople, Cleaner

Margit Way, Current Data File Technician (Appointed 26 March 1979)

Angela Wilke, Government Publications Technician

### TECHNICAL SERVICES

Librarians: Judith Dick, B.A., M.L.S., Cataloguer (Contract expired 5 January 1979)  
Donald Krueger, B.A., M.L.S., Cataloguer (Appointed 12 March 1979)  
Marilyn Y. White, B.A., B.L.S., Senior Cataloguer  
Hazel MacTaggart, Bibliographic Searcher (Part-time)

Technicians: Wayne Burton, Cataloguing Technician  
Sylvie Lacombe, Senior Cataloguing Technician  
Rose Ocampo, Acquisitions Technician  
Deborah Salisbury, Cataloguing Technician (Appointed 26 March 1979)  
Gwyneth Taitt, Summer Student Assistant (1 May - 18 August 1978)

### PRESS CLIPPING SERVICE

Supervisor: Inara Androvics

Clerks: Erica Bene  
Mary Bull  
Susan Hansen  
Margaret Heslin  
Mary Hrynkiw  
Carol Riggs  
Gary Schaller



**Annual Report, 1978-79**

**Appendix L**

STAFF VISITS AND PARTICIPATION IN CONFERENCES, SEMINARS AND WORKSHOPS

May 18, 1978.	Ontario Legislative Assembly Standing Public Accounts Committee. Seminar on Budgets, Toronto. E. Pat Hay, Mary Faulkner, Susan Waintman.
May 23-27, 1978.	Canadian Association of Law Librarians. Annual Conference, Ottawa. E. Pat Hay.
June 26-28, 1978.	American Association of Law Libraries. Annual Conference, Rochester, N.Y. Judith Dick.
October 20, 1978.	Special Libraries Association, Toronto Chapter. Advanced Library Management Seminar. Brian Land, E. Pat Hay.
October 27-28, 1978.	Ontario Library Association. Annual Conference, London. Brian Land.
October 29-31, 1978.	Association of Parliamentary Libraries in Canada. Biennial Meeting, Quebec City. Brian Land, E. Pat Hay.
November 1-3, 1978.	FLS Update; Series of Lectures, Seminars and Discussions. Faculty of Library Science, University of Toronto. Brian Land, E. Pat Hay, Mary Dickerson, Mary Faulkner, Marilyn White, Judith Dick.
January 8-10, 1979.	American Library Association. Midwinter Conference, Washington, D.C.; and Visit to Congressional Research Service, Library of Congress. Brian Land.
January 16, 1979.	Library of Parliament, Ottawa. Visit. Brian Land.
February 9, 1979.	Workshop on Collection Weeding. Faculty of Library Science, University of Toronto. Brian Land, Mary Dickerson.

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**Appendix M**

BIBLIOGRAPHIES PREPARED BY STAFF

- Administration of Justice. July 1978. 1 pp.
- Apprenticeship and Manpower Training. June 1978. 2 pp.
- The Auto Pact and the Automotive Industry. June 1978. 3 pp.
- Bill Drafting. July 1978. 2 pp.
- Conflict of Interest. July 1978. 4 pp.
- Employment Counselling. May 1978. 3 pp.
- Ministerial Responsibility. April 1978. 3 pp.
- Organization of the Ontario Government. July 1978. 2 pp.

**Appendix N**

PUBLICATIONS BY STAFF

- Krueger, Donald. "Bibliography on Professionalism". National Librarian: The NLA Newsletter 3 (November 1978): 7 - 8; 4 (February 1979): 7 - 8.
- Land, Brian. "Canadian Correspondent's Report." ALA Yearbook 1979. Chicago: American Library Association, 1979. pp. 308 - 13.













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# Annual Report of the Director / 1979-80



Legislative Library  
Research and Information Services





# Annual Report of the Director / 1979-80

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Legislative Library

Research and Information Services

Toronto 1980

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Available from:  
Ontario Legislative Library,  
Research and Information Services

Photographs by William Wu



Office of  
the Director

Legislative Library,  
Research and  
Information Services

Legislative Building  
Queen's Park  
Toronto, Ontario  
M7A 1A2  
(416) 965-3742

17 November 1980.

The Honourable John E. Stokes, M.P.P.,  
Speaker of the Legislative Assembly of Ontario,  
Legislative Building,  
Queen's Park,  
Toronto, Ontario.  
M7A 1A2.

Dear Mr. Speaker:

I have the honour to present the Annual Report of the Director  
of the Legislative Library, Research and Information Services  
for the year ended 31 March 1980.

This Report is submitted pursuant to Section 105 (a) of the  
Standing Orders approved by the Legislative Assembly, 14  
December 1978.

Respectfully submitted,

A handwritten signature in cursive script that reads "R. Brian Land".

R. Brian Land,  
Director.



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**Ontario Legislative Library,  
Research and Information Services**

**Senior Staff, 1979-80**

Director	R. Brian Land
Chief, Legislative Library Service	E. Patricia Hay
Head, Collections Development	Joy Mauerhoff
Head, Information and Reference Services	Mary E. Dickerson
Head, Technical Services and Systems	Pamela Stoksik
Chief, Legislative Research Service	William S. Wu
Supervisor, Press Clipping Service	Inara Androvics

### **Historical Note**

The Ontario Legislative Library is the lineal descendent of the parliamentary libraries of Upper Canada (1792-1841) and of the United Province of Canada (1841-1867). Since Confederation, it has been administered successively by the Speaker (1867-1926), by the Minister of Education (1926-1964), by the Provincial Secretary (1964-1972), and by the Minister of Government Services (1972-1976). On 1 April 1976, the Legislative Library became a branch of the Office of the Legislative Assembly under the authority of the Speaker. On 1 September 1978, its name was changed to Legislative Library, Research and Information Services.





## 1. Introduction

The highlights of the 1979-80 report year for the Legislative Library, Research and Information Services included a major campaign to promote the services of the Library to Members and other users, greatly increased use of the facilities of the Legislative Library Service, establishment of the Legislative Research Service, completion of the first year of responsibility for the Press Clipping Service and, at year's end, assumption of responsibility for the administration of Bibliographic Services formerly managed by the Ministry of Government Services. Details about these developments are provided elsewhere in this report.

Excellent progress was made during the year towards completing implementation of the recommendations in the Spicer report<sup>1</sup> which continued to provide the Library with a blueprint for development. The background and list of recommendations in the report were published in the Annual Report of the Director for 1978-79. The Spicer report made 31 recommendations and, by the end of March 1980, action had been taken by the Library on 28 recommendations in whole or in part while the other three are still under consideration.

## 2. Promotional Activities

Two courses of action to promote its services more vigorously were instituted by the Library in keeping with recommendations in the Spicer report<sup>2</sup> and in the second report of the Camp Commission: first, publication of a newsletter for MPPs was begun; and second, face-to-face meetings with Legislative committees and with party caucuses were arranged in order to supply information about new Library services and how they could benefit Members. The success of this promotion campaign may be seen in the remarkable increase in use of the various services of the Library, as evidenced in the statistics published in Appendices H, I and J.

The newsletter, Memo to Members, commenced publication in September 1979 and is distributed to all MPPs, caucus research staff and senior officers of the Legislative Assembly, as well as to other legislative libraries in Canada. Each issue provides information about new

developments and services and about noteworthy items added to the collection of the Legislative Library. Installation of a word processor by the Library in August 1979 greatly facilitated the preparation and editing of Memo to Members as well as other publications and documents.

The Director and senior members of staff made appearances before two committees of the Legislature in order to allow Members to learn first-hand about new developments in the Legislative Library. On 17 May 1979, a presentation was made to the Standing Procedural Affairs Committee (Mike Breagh, Chairman) to indicate what assistance the new Legislative Research Service would be prepared to offer to committees of the Legislature. On 31 May 1979, a presentation was made to the Standing Members' Services Committee (Margaret Campbell, Chairman) to report on progress in implementing the Spicer report recommendations and to outline plans for future development in the Library. At the invitation of the Liberal Party Caucus and the New Democratic Party Caucus, special presentations dealing with the new research service and the computer-based reference service were made to the respective caucuses on 5 June and 30 October 1979.

Information and Reference Services staff conducted fifteen orientation sessions for individual MPPs, caucus research staff, Members' secretaries, clerks, and staff of the Legislative Counsel's office. These were intended primarily as an introduction to the computer-based reference service but also served to acquaint users with other new services such as the Current Data File and to reacquaint them with other information services.

Opportunities to talk about the Legislative Library to gatherings outside the Assembly were also used to good advantage. On 27 October 1979, the Director spoke at the annual conference of the Ontario Library Association on the services of the Legislative Library, making use of a series of coloured slides prepared for purposes of orientation and promotion.

### **3. Organization and Staff Activities**

The expansion of existing services as well as the creation of new ones were accompanied by several changes in organization and in additions to the

staff during the year. An organization chart is provided in Appendix B while details of staff changes are set out in Appendix O. As of 31 March 1980, the organization and full-time staff complement were as follows: Director's Office 4; Legislative Library Service Office 1; Collections Development 2; Technical Services and Systems 10; Information and Reference Services 12; Legislative Research Service 6; Press Clipping Service 9. Total complement 44.

During the year, job descriptions for all members of the staff of the Legislative Library, Research and Information Services were reviewed and rewritten by the staff of the Personnel Office of the Legislative Assembly.

Members of staff continued to participate in the activities of associations in their areas of expertise. (See Appendix M). Staff members also were involved in a number of courses and workshops aimed updating their professional knowledge and improving on-the-job performance. (See Appendix N). Publications by staff members appear in Appendix L.

#### **4. The Legislative Library Service**

The most familiar and long-standing services performed by the Legislative Library, Research and Information Services are those of the Legislative Library Service section, headed by E. Patricia Hay, Chief. This section consists of three units: Collections Development, Technical Services and Systems, and Information and Reference Services. The highlights of their operations during 1979-80 are presented below.

Planning for a major renovation of the third floor of the Library began during the year and involved the heads of Information and Reference Services and of Collections Development as well as the Chief of the Legislative Library Service. The purpose of the renovation was to redesign the perimeter space surrounding the book stacks in order to facilitate service to users as well as to enable staff to operate more efficiently.



## **A. Collections Development**

The Collections Development unit became fully operational effective 10 September 1979, with the appointment of Joy Mauerhoff as librarian. At the same time, the position of library technician for bibliographic searching was transferred from the Legislative Library Service office to Collections Development.

The function of the Collections Development unit is to select worthwhile books, periodicals, reports and other items for the Library to acquire. In addition, it has an on-going responsibility for evaluating strengths and weaknesses in the collection with a view to remedying the latter situation. It is responsible also for weeding the collection, i.e., for the systematic review and withdrawal of materials no longer required by the Library.

During the year, emphasis continued to be placed on strengthening the general reference collection and increasing the Library's holdings of Canadian federal, provincial and municipal government publications. As in former years, the Library continued to benefit from donations from individuals and other libraries.

As recommended in the Spicer report, careful attention has been given to weeding the newspaper, periodicals and book collections. During the year, significant back files of newspapers were donated to the Archives of Ontario and to the National Library of Canada. In addition, major runs of important nineteenth-century literary journals were offered to and accepted by the University of Toronto Library where they will be made available to scholars and researchers.

Finally a full review of the book collection was undertaken in order to withdraw obsolete materials, replace worn volumes, and identify significant gaps. The Toronto libraries with whom exchanges were arranged included the Archives of Ontario, the Royal Ontario Museum, the University of Toronto, and the Metropolitan Toronto Library. A list of notable acquisitions is published in Appendix F.

## **B. Technical Services and Systems**

The appointment of Pamela Stoksik as Head of Technical Services and Systems took effect 29 October 1979. Organizational changes during the year resulted in expanded responsibilities for Technical Services and Systems. These involved transfer of the responsibility for the acquisition and processing of government publications and serials, together with three staff members, from Information and Reference Services to Technical Services and Systems.

In March 1979, Bibliometrica Limited, Toronto, prepared a summary report for the Legislative Library on the available options for automated cataloguing support, i.e., computer-based cataloguing systems. Further examination of these options became the primary responsibility of the Head of Technical Services and Systems. A more detailed assessment of the Library's needs in the area of automated support was conducted over a four-month period and was scheduled for report in May 1980.

Virtually all statistical measurements showed an increase over the previous fiscal year. For example, the number of books ordered rose by 54 per cent to nearly 3,000 titles while the number of books and serials catalogued increased by more than 46 per cent to nearly 2200 titles. There was also a tremendous increase in the number of microforms acquired for the collection; this was due to the increased number of relevant materials being made available in microform as well as to the fact that, with limited storage space, the Library finds it expedient to acquire certain serial sets in microform. Additional statistics are reported in Appendix H.

The increased output can be attributed to a number of factors: first, to the growth in the number of acquisitions; second, to better utilization of staff, and improved procedures; and third, to utilization of commercially available cataloguing resources.

### C. Information and Reference Services

Information and Reference Services concentrated its efforts during the year on improving and expanding existing services, on the development of new services, and on increasing the MPPs' awareness of the services available to them. The success of these efforts was evident in the significant increase in statistics of use. (See Appendix H). Reference inquiries rose by more than 30 per cent to nearly 10,500, while circulation increased by more than 5 per cent to 4,666 loans.

In order to improve the flow of work, all acquisition and technical processing functions, together with their respective staff members, were transferred from Information and Reference Services to Technical Services and Systems in January 1980. This change allowed the reference staff to concentrate on public service. To help cope with the increased volume and complexity of requests, two new staff, a librarian and a Current Data File assistant, were added to the Information and Reference Services complement.

In an effort to concentrate service on the Library's primary clientele, namely, MPPs, their staff, and officers of the Legislative Assembly, personal borrowing privileges for Ontario civil servants were withdrawn in keeping with recommendations in the Spicer report. Since 1 August 1979, loan requests from civil servants have been treated as interlibrary loans to Ministry libraries.

In the Fall of 1979, all library publications were redesigned in order to make them more distinctive and attractive. Selected New Titles, which was launched in July 1979 superseding Bi-Monthly Booklist, became a monthly publication in January 1980. Periodical Selections, a monthly list of articles selected from current periodicals, replaced P.S. Periodical Selections.

The first issue of Periodical Contents, a weekly publication made up of the tables of contents of 90 key periodicals, was issued on 12 October 1979. As with Periodical Selections, a photocopy service was made available for Periodical Contents and there has been a consistently high demand for articles cited in both these current awareness services.



In October 1979, the Status of Bills Report, which the Library had been compiling, producing, and distributing to a limited number of libraries, was input into the word processor to provide for ease of editing and updating. The resultant saving in time allowed for weekly distribution beginning in March 1980 when a subject index to bills and a separate list of private members' resolutions were added to the Report. As of 31 March 1980, 52 copies were being distributed to other libraries.

In January 1980, the Legislative Library published Ontario Royal Commissions and Commissions of Inquiry 1867-1978: A Checklist of Reports, compiled by Susan Waintman, librarian, Information and Reference Services, and Ana Tampold, a library science student. Plans were begun for a companion list of Ontario Select Committee reports.

Information and Reference Services librarians held 15 demonstration sessions during the year, for Members and caucus staff to familiarize them with the computer-based reference service and its potential uses for them. Data base systems available include Lockheed DIALOG, SDC ORBIT, New York Times INFORMATION BANK, Medline, INFO GLOBE and QL Systems. By the end of the year in review, there was an average of 30 on-line searches being conducted each month.

In November 1979, approval was received for the hiring of a driver-messenger to be shared by the Legislative Library and the Office of the Clerk. The Library supplied the driver for the courier service while the Clerk's Office provided the station wagon. Trips were made daily to other libraries and government ministries in the Metropolitan Toronto area for the purpose of picking up and delivering library materials and for distributing Legislative papers. The new courier service, combined with arrangements made with the University of Toronto Library for research borrowing privileges, greatly extended the ability of the Legislative Library to provide materials promptly in response to user requests.

The Current Data File, established in 1979, grew from 250 to 1300 files by 31 March 1980. During the year, 1,435 individual files were consulted. As the Current Data File has grown, it has proved to be an increasingly valuable reference resource.



During the year, the Library acquired a 3/4-inch videotape player-recorder on loan from the Ontario Educational Communications Authority. In addition, a cable-TV outlet was installed with converter service in order to access the government service channel. Beginning with the Speech from the Throne, 10 March 1980, the Library began to tape off-air public affairs and other programs of interest to MPPs. Selected videotapes will be retained indefinitely because of their archival interest; the others will be erased when they are no longer of interest.

## **5. The Legislative Research Service**

The Legislative Research Service came into being on 1 May 1979 with the appointment of William S. Wu as its Chief. Dr. Wu holds degrees in developmental economics and public administration and, in addition, has had nine years' experience with the Ontario public service. During the summer of 1979, four additional research officers were appointed with expertise in the environment, law, political science, and science and technology respectively.

The concept of a research service for legislators at Queen's Park is not a new one. The need to supply research facilities to Ontario legislators was formally recognized as early as 1960 by the Select Committee of the House to Examine into and Study the Administrative and Executive Problems of the Government of Ontario (A. Kelso Roberts, Chairman). This finding was successively affirmed in 1969 by the Select Committee on Rules and Procedures (E. Glen Hodgson, Chairman), and in 1973 by the Ontario Commission on the Legislature (Dalton K. Camp, Chairman).

In 1976, the Select Committee on the Fourth and Fifth Reports of the Ontario Commission on the Legislature (Donald Morrow, Chairman) commissioned Erik Spicer, Parliamentary Librarian, Ottawa, to make a more detailed study of the Legislative Library. In his report published in 1977, Mr. Spicer recommended that a research unit be established within the Legislative Library. This and other recommendations in the Spicer report were subsequently endorsed by the Morrow Committee and by the Legislative Assembly, thus preparing the way for the establishment of the Legislative Research Service as a section of the Legislative Library, Research and Information Services.

Whereas the Information and Reference Services unit of the Library compiles indexes and bibliographies, locates documents, tracks down statistics and provides factual information, the Research Service is responsible for the analysis, evaluation and synthesis of information and for putting it into a form that will respond to the special needs of individual MPPs and their committees. As Erik Spicer has put it: . . . "Reference is the location and transfer of material; research is the digestion, critical analysis and reshaping of that material into the form most useful to the legislator. "

Since an understanding by Members, committees and party caucuses of the nature and purpose of the research service is basic to its effective use, first priority was given to the formulation and publicizing of a statement of goals and objectives. (See Appendix D) In addition, special presentations on the new research service and its role were made to each of the three party caucus research groups, as well as to a group of committee clerks.

During its first months, the Legislative Research Service provided oral and written reports on a variety of subjects to Members of all three political parties. (See Appendix I) In addition, continuing support on a part-time basis was provided to the Standing Public Accounts Committee by Martha Fletcher, research officer. Her responsibilities to the Committee included the identification and clarification of central issues before the Committee, collection and organization of submissions in readily useable form for the Members, preparation of briefing papers and suggestions for possible lines of questioning, summarizing of testimony and evidence, and assistance in drafting the Committee's report.

At the request of the Chairman of the Standing General Government Committee, Bruce McCaffrey (Armourdale), Merike Madisso, research officer, was involved in the work of the Committee when it dealt with Bill 3 (Equal Pay for Work of Equal Value). She was called upon to provide legal advice to the Committee as a whole as well as to individual Committee members. She also assisted the Legislative Counsel working on Bill 3 with the analysis of testimony and evidence.

Another research officer, Elizabeth Gardiner, sat in as an observer on meetings of the Resources Development Committee when it dealt with Bill 127 (Pits and Quarries Control Act). She prepared a summary related to pits and quarries which was circulated to members of the Committee.

In preparation for the Canadian Regional Seminar of the Commonwealth Parliamentary Association in Toronto in October 1979, two specialized briefing papers were prepared by the Research Service. In addition, Martha Fletcher, research officer, prepared a background paper on the role of West German Bundestag committees in financial scrutiny and accountability.

## **6. The Press Clipping Service**

The function of the Press Clipping Service, located at 700 Bay Street, is to supply, on request, individual Members and caucus research staff with copies of articles appearing in seventeen selected daily and two weekly Ontario newspapers on topics of particular interest. During its first year as part of the Legislative Library, Research and Information Services, the Press Clipping Service, under its Supervisor, Inara Androvics, distributed 815,131 clippings to 103 clients, a remarkable increase of more than 47 per cent compared with the previous fiscal year. (See Appendix J) This increased production was made possible by changes in the organization of the work flow and by the use of a waxing machine which enables staff to wax-mount oversize clippings, thereby resulting in a great saving of time. Clippings are delivered daily by courier to the Legislative Building for distribution to MPPs and other clients and to the Legislative Library for addition to its Current Data File.

## **7. The Transfer of Bibliographic Services to the Legislative Library**

In December 1979, the Ministry of Government Services completed a reorganization of its Printing Services Branch which resulted in a decision to eliminate Bibliographic Services, a part of the Publications Service. Bibliographic Services has been the agency responsible for the central cataloguing of all publications produced by the Ontario government. This



involves the compilation and editing of the Ontario Government Publications Monthly Checklist and Annual Catalogue, as well as the quarterly Catalogue des publications en français du gouvernement de l'Ontario. The mandate of the Publications Service, including the Bibliographic Services, is set out in Appendix E.

Following approval of the reorganization by the Management Board of Cabinet, the Ministry of Government Services approached the Speaker of the Legislative Assembly in his capacity as Chairman of the Board of Internal Economy, to determine whether the Legislative Library, Research and Information Services would be willing to carry on the functions of Bibliographic Services. Inasmuch as the checklists and catalogues produced by Bibliographic Services have been invaluable to the work of the Legislative Library, the Library supported the request for transfer. Formal approval for the transfer was given by the Board of Internal Economy at its meeting of 11 February 1980.

Under the terms of the agreement between the Board of Internal Economy and the Ministry of Government Services, effective 1 April 1980, the compilation and editing of the checklists and catalogues were to become the responsibility of the Legislative Library. The three members of the staff of Bibliographic Services (since renamed the Checklist and Catalogue Service) including its Manager, Mance Carbery, were to become members of the staff of the Legislative Library. A fourth position was budgeted for by the Legislative Library in order to provide clerical assistance as required. Printing and distribution of the checklists and catalogues were to continue to be the responsibility of the Publications Service of the Ministry of Government Services. Until appropriate accommodation could be found elsewhere, the Checklist and Catalogue Service was to remain in its existing quarters in the building at 880 Bay Street.

## **8. Ontario Government Librarians' Council**

Members of the staff of the Legislative Library continued to take an active part in the work of the Ontario Government Librarians' Council. Brian Land, Director, represented the Library on the Council; Katrin Horowitz, librarian, Information and Reference Services, succeeded Pat Hay as



Chairman of the Committee on the Union List of Serials in Ontario Government Libraries; Susan Waintman, librarian, Information and Reference Services, was a member of the Committee on Reference Sources in Libraries and Resource Centres in the Government of Ontario; and Pamela Stoksik, Head, Technical Services and Systems, was Chairman of the Ad Hoc Committee to Develop a Proposal for Automated Cataloguing.

## **9. Visitors to the Library**

Seven groups visited and toured through the Library during the year. Of particular interest were two groups of members from the Saskatchewan Legislative Assembly. On 23 October 1979, a group of ten members of the Special Committee on the Review of Rules and Procedures of the Legislative Assembly headed by the Hon. John E. Brockelbank, M.L.A., Speaker of the Legislative Assembly of Saskatchewan, paid a visit; they were followed on 17 January 1980 by a second group, consisting of ten members of the Special Committee on the Review of the Legislative Library of Saskatchewan, led by the Hon. Douglas McArthur, M.L.A., Minister of Education and of Continuing Education, and the Hon. Gordon MacMurchy, Minister of Agriculture. Other visiting groups included students from the Faculty of Library Science, University of Toronto; Erindale College, University of Toronto; and Fanshawe College Library Technology Program, London. In addition, the Library held an Open House and arranged tours on 27 October 1979 for persons attending the Annual Conference of the Ontario Library Association in Toronto.

Individual visitors included James Aggrey-Orleans, Clerk-Designate, Ghana; Harold G. Weir, Parliamentary Librarian, Canberra, Australia; Erik J. Spicer, Parliamentary Librarian, Ottawa; Joan Barton, Legislative Library of British Columbia; Pat Cherniak, Legislative Library of Manitoba; Philip Laundy, Director, and Eric R. Adams, Research Officer, Research Branch, Library of Parliament, Ottawa; Walter Kravitz, Congressional Research Service, Library of Congress, Washington; Michael Ryle, Clerk of the Overseas Office, House of Commons, London; and Paul Kitchen, Executive Director, Canadian Library Association, Ottawa.

On Saturday, 14 July 1979, the Legislative Library was taken over for the day by a movie company shooting library scenes for the film "Nothing Personal" starring Donald Sutherland and Suzanne Somers. The movie was scheduled for release to the public in April 1980.

## **10. Acknowledgements**

The year under review was again an extremely busy one for Library staff with greatly increased activities and numerous changes to cope with. Thanks to the efforts of the staff, however, considerable progress towards our goal of better service to MPPs and other Library users was achieved. The Director would like to express his appreciation publicly to the Speaker, the Honourable John E. Stokes, to the members of the Board of Internal Economy and to the senior officers of the Legislative Assembly staff for their continuing interest and support of the Legislative Library.

R. Brian Land,  
Director.

### Footnotes

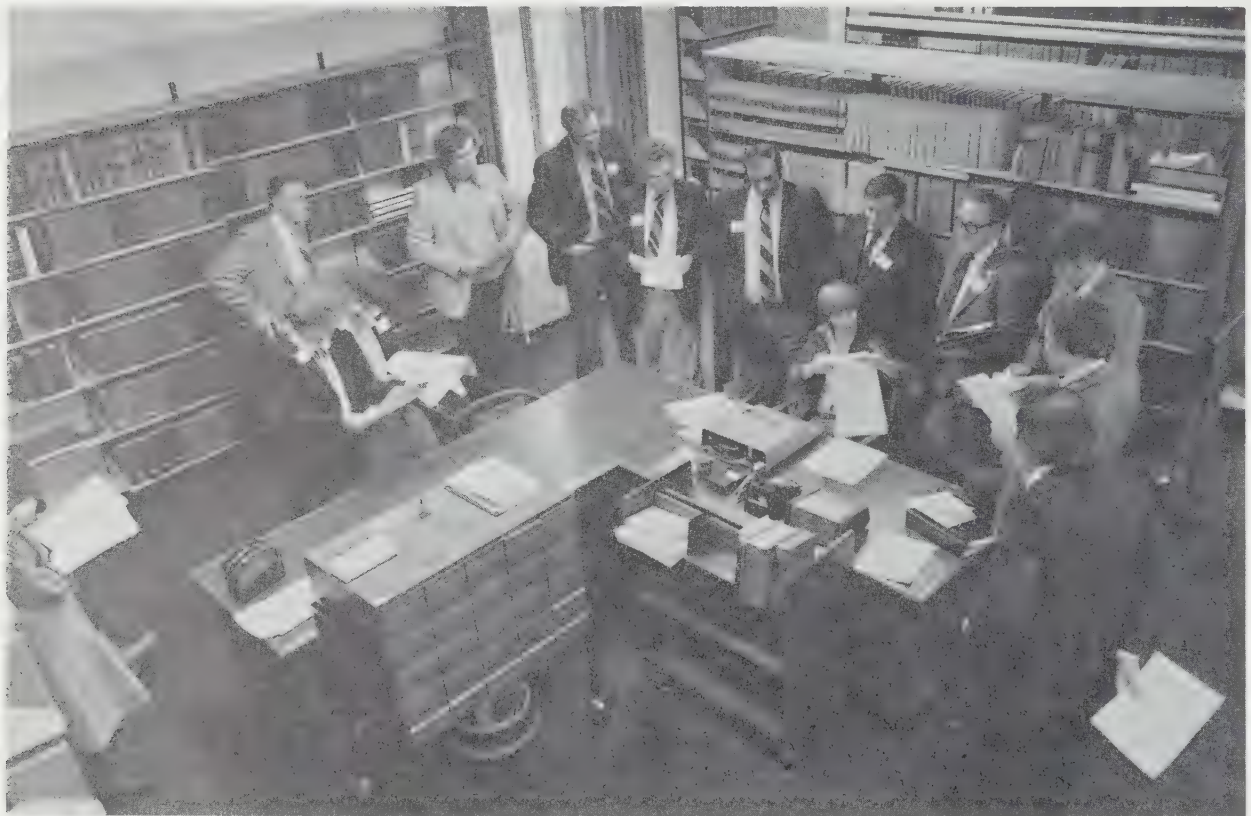
1. Spicer, Erik J., Zink, Zora, and Wright, Anthony. The Ontario Legislative Library: Present Problems & Future Potential. Ottawa: 1977. Published as Appendix B of the Final Report of the Select Committee on the Fourth and Fifth Reports of the Ontario Commission on the Legislature. Toronto: The Legislative Assembly of Ontario, 1977.
2. "The Legislative Library." In Ontario Commission on the Legislature. Second Report, pp. 55-64. Dalton K. Camp, Chairman. Toronto: 1973.
3. Spicer, Erik J. ibid.







Members of the Special Committee on the Review of the Legislative Library of Saskatchewan visited the Ontario Legislative Library 17 January 1980, and attended a briefing session with staff in the Members' Reading Room.



The Saskatchewan Committee, which was led by the Hon. Douglas McArthur, M.L.A., Minister of Education and Continuing Education, witnessed an on-line search of data bases conducted through the Library's computer terminal.



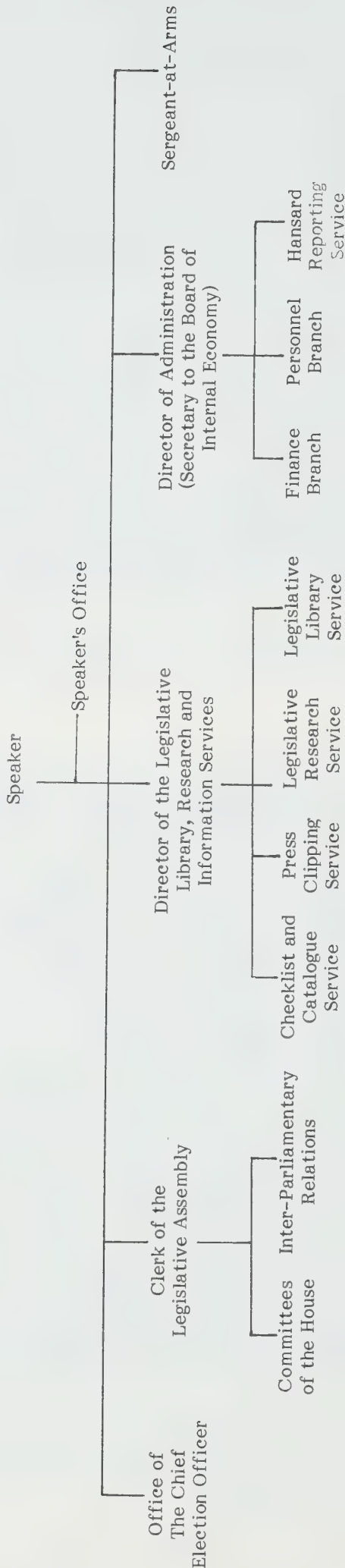
One of the visitors to the Legislative Library during the year was Erik J. Spicer, Parliamentary Librarian, Library of Parliament, Ottawa. Mr. Spicer (left), author of the 1977 report on the Legislative Library, is shown with the Director, Brian Land.



During the year, the Legislative Library completed plans for the renovation of the perimeter area of the third floor. The purpose of the renovation, scheduled for the summer of 1980, was to utilize the existing space more efficiently, in order to facilitate service to users.



Organization Chart:  
Administrative Structure  
Ontario Legislative Assembly

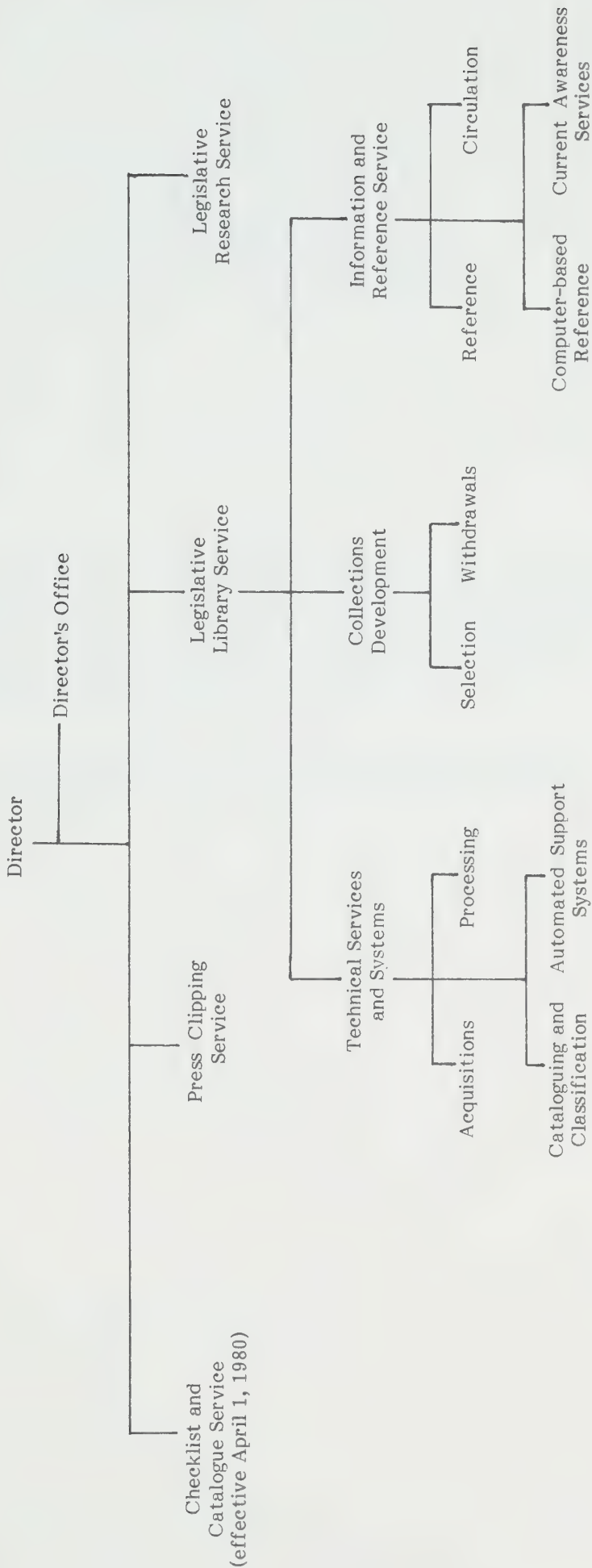


**Note:** The Provincial Auditor, Ombudsman/Ontario and the Commission on Election Contributions and Expenses report to the Speaker and, for the purpose of financial control, funds and staff complements are approved by the Board of Internal Economy.

Source: Manual of Administration. Toronto: Office of the Assembly, 1980. p. 1-2-1.

Appendix B

Organization Chart:  
Administrative Structure  
Ontario Legislative Library,  
Research and Information Services







**Annual Report, 1979-80**

**Appendix C**

**Legislative Assembly of Ontario**

**Standing Order 105**

Approved by the Legislative Assembly

Thursday, December 14th, 1978

**XVIII LIBRARY**

Director's  
report

105.(a) The management of the Library, including regulation of admission, Library hours, and security and preservation of the collection, is the responsibility of the Director of Library Services, subject to such special orders as he may receive from the House, and the Director shall make an annual report to the House.

Catalogue

(b) A catalogue of the books belonging to the Library shall be kept and the reports thereon included in the Director's annual report.

## **Annual Report, 1979-80**

### **Appendix D**

#### **Legislative Research Service: Goals and Objectives**

The goals of the Legislative Research Service are to provide, on request, research assistance:

- 1) to the individual Member of the Legislature in order to permit him/her to function optimally in his/her capacity as a legislator.
- 2) to committees of the Legislative Assembly, through their respective chairmen, in order to help them carry out their terms of reference.
- 3) to groups of MPPs who are attending conferences or meetings in their capacity as legislators, so that they may participate as well-informed representatives of the Legislature of Ontario.

The objectives of the Legislative Research Service are:

- 1) to understand and appreciate the end-use of the information provided to MPPs and committees.

In order to avoid an information overload and reports that are too academic or discursive, every effort will be made to ensure that the information provided is relevant and meets the specific needs of MPPs and committees.

- 2) to provide information promptly in a concise, precise and cogent manner.

Efforts will be made to ensure that the quality and form of the information provided is appropriate to the specific needs of the legislator or committee. The Legislative Research Service will also provide verbal briefings in order to communicate the required information as quickly and efficiently as possible.

- 3) to utilize existing sources of information both inside and outside government.

The legislator's need usually will not be for original academic research but rather for a synthesis of data obtained from a variety of information sources such as libraries, research institutes, associations and other governments.

- 4) to provide MPPs and committees with an appropriate framework of information and analysis.

It is unrealistic to expect a small research staff to be able to provide over 100 legislators with a definitive analysis of the program of each ministry of government. However, the Legislative Research Service can be expected to furnish historical background, comparisons with other governments,

current statistics and some options that might be considered. Its reports will provide conclusions, if appropriate, but will not make specific recommendations.

- 5) to anticipate what information legislators are likely to require and to prepare such material in advance.

Although most of the time of the Legislative Research Service will be taken up with short-term, rapid-response assignments, efforts will be made to address longer-term issues through provision of background papers for general distribution.

- 6) to operate in a strict non-partisan manner so that it may secure and maintain the fullest confidence of MPPs of all parties.

It is absolutely crucial that research services be offered in an objective, impartial manner and that requests be dealt with in the strictest confidence. The individual MPP will, of course, be free to use the information provided as he/she sees fit.

- 7) Requests for research services for individual Members will be serviced on a first-come, first-served basis.

Neither rank nor seniority is a factor in offering research services. It is, of course, available on request to any Member of the Cabinet in his/her capacity as an MPP.

- 8) Requests for research assistance on behalf of the legislative committees must originate from the chairman concerned.

In order to avoid working at cross purposes, the Legislative Research Service necessarily must receive requests for research to be performed on behalf of a committee from its chairman. This does not preclude individual committee members from requesting research service on their own behalf.



## Annual Report, 1979-80

### Appendix E

#### Cataloguing and Distribution of Government Publications

The following directive regarding the cataloguing and distribution of Government publications was approved by Management Board on July 29, 1975. This directive supersedes and revokes a reference to Government publications in the Management Board Minutes dated August 19, 1970.

**PURPOSE** To establish a central record of all Government publications and to facilitate the availability of those publications to the public.

**POLICY SUMMARY** The Publications Service of the Ministry of Government Services will acquire and distribute Government publications on behalf of the Ontario Government (excepting those copies distributed by the publishing ministry or agency) and will be responsible for the central cataloguing of all Government publications.

**APPLICATION** This directive applies to all ministries, agencies, boards and commissions, unless exempted by Management Board.

**DEFINITION**  
Government Publication - any Government document made available for circulation beyond the confines of the Government other than to those advising or doing business with the Government on the subject matter of the document.

#### POLICY STATEMENT

1. Distributing Except for those copies distributed by the publishing ministry or agency, the Publications Service shall be the agency responsible for obtaining and distributing Government publications on behalf of the Ontario Government.

The Publications Service shall be responsible for providing to the depository libraries, free of charge, one copy of each available Government publication. (This is an exception to the constraint on the free distribution of Sessional and Revised Statutes approved by the Management Board on December 16, 1971.)

Revenues received by the Publications Service from the sale of Government publications shall be credited to the Consolidated Revenue Fund through the Ministry of Government Services.

2. Cataloguing      The Publications Service shall be the agency responsible for the central cataloguing of all publications produced in the Ontario Government.  
  
All ministries and agencies shall formally advise the Publications Service of any intent to publish a Government publication early in the development stage.
3. Purchasing      The Publications Service shall be responsible for estimating and paying for its requirements of priced Government publications.  
  
The publishing ministry or agency shall be responsible for ensuring there is sufficient supply to meet demands for its free Government publications.  
  
The Publications Service shall be responsible for the purchase of any required reprints of general publications after obtaining permission from the publishing ministry or agency.  
  
The Publications Service shall be responsible for the purchase of any required reprints of legislative publications after consultation with the publishing ministry or agency.
4. Pricing      Unless specific Management Board directives exist to the contrary, the publishing ministry or agency shall be responsible for deciding if a publication is to be priced or distributed free of charge.  
  
Once it has been determined that a Government publication is to be priced, the Publications Services, in co-operation with the publishing ministry or agency, shall establish the selling price it will use.
5. Co-ordinating      All ministries and agencies shall designate an individual (existing position) who will be a publications co-ordinator to liaise with the Publications Service of the Ministry of Government Services regarding publication plans and developments for Government publications.

CONTROLS      In addition to providing for any internal management information requirements, the Publications Service and all ministry and agency publication programs shall maintain, for use by Management Board representatives, operating records which will provide such management information as the variety, cost and value of the Government publications inventory under their control, and the dollar amount of expenditures and recoveries from the purchase and sale of these Government publications.

SOURCE      Ontario Manual of Administration. Toronto: Management Board of Cabinet. Section 65.3 Government Publications. Revised 30 April 1976.

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### Appendix F

#### Notable Acquisitions

Bower's Metropolitan Toronto Telephone Key. Toronto: Metropolitan Cross-Reference Directory Ltd., 1979.

British Columbia. Laws, Statutes, etc. B.C. Legislative Digest. Vancouver: Western Legal Publications, 1979- (loose-leaf)

Canada. Statistics Canada. Publications, 1851-1978. Toronto: Micromedia, 1980. (microfiche)

Canada (Province). Legislative Assembly. Claims Omitted to be Printed with the Reports of the Commissioners on Rebellion Losses, Lower Canada. Quebec: J. Lovell, 1853.

Canadian Federal Royal Commission Papers [1937-1969]. Toronto: Micromedia, 1980. (microfiche)

Canadian Federal Royal Commission Reports, (unprinted), 1867-1967. Toronto: Micromedia, 1980. (microfiche)

Clinical Toxicology of Commercial Products: Acute Poisoning. 4th ed. Baltimore: Williams and Wilkins, 1976.

Computer-readable Data Bases: A Directory and Data Source Book. Washington: American Society for Information Science, 1979.

Congressional Information Service Microfiche Library of Congressional Publications, 1970- Washington: Congressional Information Service, 1971- (microfiche)

The Dictionary of Canadian Quotations and Phrases. Rev. and enl. Toronto: McClelland and Stewart, 1979.

Dictionary of Indians of North America. St. Clair Shores, Mich: Scholarly Press, 1978. 3 vols.

Documents from Federal Provincial Conferences of First Ministers, 1887-1976. Toronto: Micromedia, 1980. (microfiche)

Encyclopedia of Computer Science. New York: Van Nostrand Reinhold, 1976.

Encyclopédic Dictionary of Religion. Washington: Corpus Publications, 1979. 3 vols.

The Environment Index, v.9- 1979- New York: Environment Information Center.

The Energy Index, 1979- New York: Environment Information Center, Energy Reference Department.

Forsyth, Joseph. Government Publications Relating to Alberta: A Bibliography. Ann Arbor, Mich.: University Microfilms International, 1979. 8 vols.

Funk & Wagnalls New Encyclopedia. New York: Funk & Wagnalls, 1979. 27 vols.

Gerber, Barbara L., and Storzer, Gerald H. Dictionary of Modern French Idioms. New York: Garland, 1976. 2 vols.

The Handbook of Social Psychology. 2d ed. Don Mills, Ont.: Addison-Wesley, 1968-1969. 5 vols.

The International Encyclopedia of Higher Education. San Francisco: Josey-Bass, 1978. 10 vols.

International Encyclopedia of Psychiatry, Psychology, Psycho-analysis and Neurology. New York: Van Nostrand Reinhold, 1977. 12 vols.

Kurian, George T., ed. Encyclopedia of the Third World. New York: Facts on File Inc., 1978. 2 vols.



Le Jeune, Louis-Marie. Dictionnaire général de biographie, histoire, littérature, agriculture, commerce, industrie et des arts, sciences, moeurs, coutumes, institutions politiques et religieuses du Canada. Ottawa: Université d'Ottawa, 1931. 2 vols.

The National Faculty Directory 1979. 9th ed. Detroit: Gale Research, 1978. 2 vols.

Obituaries from The Times 1971-1975. Reading, England: Newspaper Archive Developments, 1978.

Ontario. Laws, Statutes, etc. The Family Law Reform Act, 1978: Statutes of Ontario, 1978: Chapter 2. Toronto: Law and Business Publications, 1978. (loose-leaf)

Parliamentary Handbook of the Commonwealth of Australia. 20th ed. Canberra: Australian Government Publishing Service, 1978.

Pieper, Frank C., comp. Subject Index to Sources of Comparative International Statistics. Beckenham, England: C.B.D. Research, 1978.

ProFile. [Canadian Municipal Publications] 1973-1976. Toronto: Micromedia. (microfiche)

Saskatchewan. Laws, Statutes, etc. Statutes of Saskatchewan. Regina: Queen's Printer. 10 vols. (loose-leaf)

Urban Canada. Toronto: Micromedia, 1977-78. (microfiche)

Who Owns Whom: North America 1979/80. 12th ed. New York: International Publications Service, 1979.

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Appendix G

Estimates and Expenditures

<u>Estimates</u>	<u>Fiscal</u> <u>Year</u> <u>1978-79*</u>	<u>Fiscal</u> <u>Year</u> <u>1979-80</u>
Salaries and Wages	\$ 361,600	\$ 676,200
Employee Benefits	57,000	116,400
Transportation and Communications	3,200	11,900
Services	251,000	60,800
Supplies and Equipment	106,600	237,100
Recoveries (Photocopy Receipts)	(2,000)	(2,000)
TOTAL	<u>\$ 777,400</u>	<u>\$ 1,100,400</u>
<u>Expenditures</u>		
Salaries and Wages	\$ 380,903	\$ 666,613
Employee Benefits	54,705	96,344
Transportation and Communications	6,075	11,365
Services	22,736	52,441
Supplies and Equipment	168,031	302,309
Recoveries (Photocopy Receipts)	(2,306)	(1,937)
TOTAL	<u>\$ 634,949</u>	<u>\$ 1,127,135</u>

\* Excludes the Press Clipping Service, transferred to Legislative Library, Research and Information Services 1 April 1979, whose Estimates totalled \$120,800 and Expenditures \$118,967 for 1978-79.

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Appendix H

Legislative Library Service:  
Statistical Summary

Collections: Library Holdings	<u>31 March 1979</u>	<u>31 March 1980</u>
<u>Bound Volumes*</u>		
Monographs	n/a	143,948 (est.)
<u>Serials</u>		
Periodicals (titles)	683	910
Newspapers (titles)	270	268
<u>Microforms</u>		
Microfiche (sheets)	n/a	217,930 (est.)
Microfilm (reels)	n/a	4,815
<u>Audio-visual materials</u>		
Videotapes	85	85

\* Figures are not available for the number of bound volumes of Government Publications, Serials and Newspapers.

	<u>Fiscal Year 1978/79</u>	<u>Fiscal Year 1979/80</u>	<u>Percentage Change</u>
<b>Technical Services</b>			
<u>Acquisitions</u>			
Monographs			
Books ordered (titles)	1,924	2,963	54.0%
Books received (volumes)	2,116	3,185	50.5
Serials (new titles added)			
Periodicals	50	58	16.0
Newspapers	3	9	200.0
Continuations	20	198	890.0
Government publications (items, excluding microforms)	47,140	47,912	1.6
Microforms			
Microfiche (sheets)	10,192	69,947	586.3
Microfilm (reels)	863	226	(73.8)
Audio-visual materials			
Videotapes	85	0	---

	Fiscal Year 1978/79	Fiscal Year 1979/80	Percentage Change
<b>Technical Services (Continued)</b>			
<u>Withdrawals</u>			
Monographs (volumes)	1,128*	7,542	584.6%
Serials (volumes)		180	
Other			
Microfilm (reels)	0	7	—
Newspapers (titles)	n/a	5	—

\* Includes monographs and serials.

### Cataloguing

Items catalogued			
Books and Serials (titles)	1,496	2,187	46.2%
Books (volumes)	1,950	2,562	31.4
Government Publications (titles)	395	789	99.7
Government Publications (volumes)	639	1,104	72.8
Microfiche (titles)	15	30	100.0
Catalogue cards filed	27,742	29,161	5.1

### Binding

Items bound (volumes)	481	506	5.2%
In-library processing (volumes)	1,760	498**	(71.7)

\*\* Excludes processing such as lettering, adding book pockets, etc.

## **Information and Reference Service**

### Circulation

Loans:			
Monographs	n/a	2,730	—
Government Publications	n/a	1,188	—
Newspapers	n/a	327	—
Periodicals	n/a	362***	—
Other	n/a	59	—
Total	4,405	4,666	5.9%

\*\*\* Circulation of periodicals was discontinued, October 1979.



	Fiscal Year 1978/79	Fiscal Year 1979/80	Percentage Change
<b>Information and Reference Service</b>			
<u>Circulation (Continued)</u>			
Interlibrary Loans			
Borrowed - volumes	36	233	547.2%
- photocopies (items)	n/a	133	---
Loaned - volumes	258	506	96.1%
- photocopies (items)	n/a	57	---
Total (items)	294	929	216.0%
<u>In-Library Use</u>			
Microforms	23	160	595.7%
Microfiche (sheets)			
Microfilm (reels)	554	755	36.3%
<u>Articles supplied by photocopy</u>			
Periodical Contents*			
Articles requested	---	3,333	---
Pages photocopied	---	22,528	---
Periodical Selections			
Articles requested	1,090	1,484	36.1%
Pages photocopied	8,230	11,933	45.0%
* New service October 12, 1979.			
<u>Reference</u>			
Inquiries	8,063	10,489	30.1%
Computer searches**	---	325	---
Current data files consulted**	---	1,435	---
Bibliographies compiled	8	3	(62.5)%
Current awareness services (issues)			
Periodical Contents**	---	23	---
Periodical Selections	9	9	0%
Selected New Titles**	---	6	---
Car Messenger Service (trips)**	---	87	---
Library Tours (groups)	n/a	7	---
** New service introduced during 1979/80.			

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Appendix I

Legislative Research Service:  
Statistical Summary

	Fiscal Year 1979/80		
	<u>Oral</u>	<u>Written</u>	<u>Total</u>
<u>Projects Completed by Source of Request:</u>			
Political Parties	12	51	63
Senior Assembly Officers	2	13	15
Associations (e.g., Commonwealth Parliamentary Association)	1	3	4
Committees of the Legislative Assembly	2	3	5
Other (Including Legislative Assembly officers, and federal and provincial legislative research services)	<u>18</u>	<u>0</u>	<u>18</u>
Total:	35	70	105
 <u>Projects Completed by Subject:*</u>			
Economics			26
Environment			8
History			4
Interdisciplinary			17
Legal			11
Political Affairs			18
Science and Technology			9
Social Affairs			7
Transportation and Communications			<u>5</u>
Total:			105

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\* Projects range from background reference material to major studies of more than 40 pages.

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Appendix J

Press Clipping Service:  
Statistical Summary

Number of Clippings Distributed Monthly

<u>Month</u>	Fiscal Year <u>1978/79</u>	Fiscal Year <u>1979/80</u>
April	52,405	65,983
May	52,708	71,608
June	42,433	67,340
July	56,594	75,531
August	41,791	55,596
September	42,300	57,388
October	57,674	98,314
November	39,262	93,361
December	34,964	42,284
January	37,143	61,887
February	43,583	54,849
March	52,674	70,984
<hr/>		
<u>Total No. of Clippings Distributed</u>	553,531	815,131
		47.3% increase
<u>Total No. of Clients (31 March)</u>	86	103
		19.8% increase

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Appendix K

Bibliographic Services: \*  
Statistical Summary

	Fiscal Year <u>1978-79</u>	Fiscal Year <u>1979-80</u>
Publications catalogued (titles)	2,930	3,032
Publications listed in the <u>Monthly Checklist</u> (titles)	2,287	2,273
Number of depository items listed (titles)	1,281	1,233
Publications available on microfiche (titles)	489	514

\* This service was operated by the Ministry of Government Services as the Bibliographic Services Centre of the Publications Service. Effective 1 April 1980, it was transferred to the Legislative Library, Research and Information Services and renamed the Checklist and Catalogue Service.



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### Appendix L

#### Publications

##### 1. Bibliographies and Reading Lists

Auto Pact and the Automotive Industry (revised). November 1979.  
2 pp.

Dickerson, Mary E. "Parliamentary Committees: A Selected Bibliography". In Commonwealth Parliamentary Association. [Proceedings of the] Fifth Canadian Regional Seminar. Toronto: October 15-19, 1979. Appendix: pp. 64-73.

Land Use of Heritage Areas. May 1979. 2 pp.

Police Review Boards and Civilian Review Boards, December 1979.  
2 pp.

Waintman, Susan, and Tampold, Ana, comps. Ontario Royal Commissions and Commissions of Inquiry 1867-1978: A Checklist of Reports. Toronto: Legislative Library, Research and Information Services, 1980. 74 pp.

##### 2. Serials

Annual Report of the Director, Legislative Library, Research and Information Services, 1978-79. Toronto: 1979.

Bi-Monthly Booklist, May 1979. 1 issue. Superseded by Selected New Titles.

Memo to Members, no. 1, September 1979 - no. 2, December 1979. 2 issues.

2. Serials (continued)

P.S. Periodical Selections, April 12, 1979 - May 1979. 2 issues.  
Superseded by Periodical Selections.

Periodical Contents, no. 1, October 12, 1979 - no. 23, March 28, 1980.  
23 issues.

Periodical Selections, vol. 1, no. 1, June 1979 - no. 9, March 1980. 9  
issues.

Selected New Titles, vol. 1, no. 1, July 1979 - no. 5, March 1980. 6  
issues.

Status of Bills Report, March 6, 1979 - June 22, 1979 (biweekly);  
October 11, 1979 - March 1980 (weekly). 12 issues.

3. Presentations to Committees

Providing Research Services to the Ontario Legislature: A Report  
Submitted to the Standing Procedural Affairs Committee. 15 May  
1979. (Typewritten)

Recent Developments in the Legislative Library: A Report Presented  
to the Members' Services Committee. 31 May 1979. (Typewritten)

3. Other Publications

Fletcher, Martha. "The Role of Bundestag Committees in Financial  
Scrutiny and Accountability". In Commonwealth Parliamentary  
Association. [Proceedings of the] Fifth Canadian Regional Seminar.  
Toronto: October 15-19, 1979. Appendix: pp. 40-48.

Krueger, Donald R. "Bibliography on Professionalism." National  
Librarian: The NLA Newsletter 4:2 (May 1979): 7:8; 4:3 (August  
1979): 10-12; 5:1 (February 1980): 12.

-----, "Reaching for the Critical Point." National Librarian: The  
NLA Newsletter 4:3 (August 1979): 4.

3. Other Publications (continued)

Land, Brian. "Canadian Correspondent's Report." ALA Yearbook 1980.  
pp. 334-40.

----- . Report on The Library of Parliament of Barbados. 7 June  
1979. 11 pp. (Typewritten)

**Annual Report, 1979-80**

**Appendix M**

**Professional Activities and Staff Visits**

April 2-3, 1979	Library of Parliament, Ottawa. Visit. Mary Dickerson.
April 25, 1979	Government Publications Section, Robarts Library. Visit to observe CODOC operation. Mary Faulkner, Katrin Horowitz, Donald Krueger, Marilyn White.
May 11-14, 1979	Canadian Association of Information Science Annual Conference, Banff. Katrin Horowitz.
May 16, 1979	Government Publications Department, McMaster University Library. Visit to observe CODOC operation. Pat Hay, Mary Dickerson, Mary Faulkner, Marilyn White.
May 22-24, 1979	Canadian Association of Law Libraries Annual Conference, Calgary. Pat Hay, Mary Dickerson.
May 25, 1979	Alberta Legislature Library, Edmonton. Visit. Pat Hay, Mary Dickerson.
May 26, 1979	Ontario Association of Library Technicians Annual Conference, Toronto. Jill Cartwright, Natalie Litwin, David Parkin, Angela Wilke.
May 31-June 2, 1979	Institute of Municipal Assessors of Ontario, Conference, Kingston. William Wu.
June 13-18, 1979	Canadian Library Association Annual Conference, Ottawa. Brian Land, Pat Hay, Donald Krueger, Marilyn White.



- July 10, 1979                      University of Toronto Library Automation Systems. Visit and demonstation of UTLAS. Pat Hay, Marilyn White.
- July 23-27, 1979                  Annual Meeting of the National Conference of State Legislatures, San Francisco. Brian Land.
- September 10-12, 1979          Library of Parliament, Research Branch.      Visit. William Wu.
- October 16, 1979                  Ontario Government Librarians' Council.      Special Meeting on Automated Library Systems. Brian Land, Pat Hay, Marilyn White.
- October 26-28, 1979              Ontario Library Association Annual Conference, Toronto. Brian Land, Pat Hay, Mary Dickerson, Mary Faulkner, Katrin Horowitz, Joy Mauerhoff, Susan Waintman, Marilyn White.
- October 27, 1979                  Ontario Library Association Conference, Special Session on Parliamentary Papers. Panelists: George Rubinstein, Editor, Hansard Reporting Service; Donald Revell, Counsel, Office of the Legislative Counsel; John Holtby, First Clerk Assistant, Office of the Clerk. Chairperson: Brian Land.
- November 1-3, 1979               Library of Parliament, Parliamentary Centre, and the Privy Council Office. Consultation on the work of the Public Accounts Committee. Martha Fletcher.
- November 1-3, 1979               Federation of Ontario Naturalists Action Seminar on Acid Precipitation, Toronto. Elizabeth Gardiner and Rick Jennings.
- November 7-9, 1979               Online '79 Conference, Atlanta, Georgia.      Katrin Horowitz, Joy Mauerhoff.
- November 9, 1979                  Library of Parliament, Research Unit.      Visit. Rick Jennings, Meriko Madisso, Elizabeth Gardiner.

November 16, 1979	Ontario Government Librarians' Council Conference on Library Systems. Brian Land, Pat Hay, Pamela Stoksik, Marilyn White.
November 21, 1979	Canadian Association for Information Science, Meeting on Library Systems. Toronto. Mary Dickerson, Pamela Stoksik, Marilyn White.
November 30, 1979	Conference on the Cost-benefits of On-line Reference Services. University of Toronto, Faculty of Library Science. Pat Hay, Mary Dickerson, Katrin Horowitz, Susan Waintman, Marilyn White. Katrin Horowitz participated in the Panel on Cost Effectiveness.
December 1, 1979	"Criminal Law - Emergency Situations," Canadian Bar Association Mini-Workshop, Toronto. Merike Madisso.
December 7, 1979	Institute of Public Administration of Canada, Toronto Regional Meeting. William Wu.
December 10-11, 1979	Alberta Legislature Library, Edmonton. Visit and demonstration of CODOC. Mary Dickerson, Pamela Stoksik.
January 10-11, 1980	International Development Research Centre, Ottawa. Visit. Pamela Stoksik.
February 21, 1980	"Future Technologies and Their Effects on Libraries," Canadian Association of Special Libraries and Information Services - Special Libraries Association Joint Meeting, Toronto. Donald Krueger, Pamela Stoksik.
March 24-26, 1980	Energy Technology Conference, Washington, D.C. Rick Jennings.
March 24-28, 1980	National On-line Information Meeting, New York. Mary Dickerson.

## **Annual Report, 1979-80**

### **Appendix N**

#### **Staff Development and Training**

April 27, 1979	Seminar on Anglo-American Cataloguing Rules II, Faculty of Library Science, University of Toronto. Pat Hay, Donald Krueger, Marilyn White.
May 7-8, 1979	Libraries in the On-line World Seminar. Computer Institute VII, University of Guelph. Pat Hay.
May 23, 1979	Seminar on Non-bibliographic Data Bases, Cuadra Associates (California), Toronto. Katrin Horowitz, Susan Waintman.
August 20-31, 1979	Special Course on Preserved Context Indexing System, Faculty of Library Science, University of Toronto. Marilyn White.
September 1979 - April 1980	Course on Computer Programming, Faculty of Library Science, University of Toronto. Marilyn White.
October 23-24, 1979	Time Management Seminar, Ontario Civil Service Commission. Susan Waintman.
November 1-3, 1979	Workshop on Anglo-American Cataloguing Rules II: Forward to Implementation. Faculty of Library Science, University of Toronto. Marilyn White.
January 28 - February 1, 1980	Assertiveness Training Workshop, Civil Service Commission. Donald Krueger.
February 4-5, 1980	Program on Public Access. Brian Land, Pat Hay, Mary Faulkner, Katrin Horowitz, Maedythe Martin.
March 10-12, 1980	CISTI Medline Training, Ottawa. Maedythe Martin, Susan Waintman.
March 28, 1980	"It Could Happen to You"; Workshop on Deviance and Difficulties in the Library. Faculty of Library Science, University of Toronto. Pat Hay, Rosamond Austin.

**Annual Report, 1979-80**

**Appendix O**

**STAFF ROSTER**

(1 April 1979 - 31 March 1980)

Director's Office

Director:	Brian Land, B.A., M.A., B.L.S., M.L.S.
Secretary to the Director:	Joan Stephens
Accounts Clerk:	Sumi Johnson (Transferred from Legislative Library Service, 13 November 1979)
Word Processing Operator:	Denise M. Debney (Appointed 30 July 1979; transferred from Legislative Library Service, 30 November 1979)

Legislative Library Service

Chief:	E. Patricia Hay, B.A., B.P.H.E., B.L.S., M.L.S.
Clerk/Typist:	Edith Henderson (Part-time; contract)

Information and Reference

Head:	Mary E. Dickerson, B.A., B.L.S., M.L.S.
Librarians:	Eleanor Barnes, B.A., B.L.S. 1 April 1979 - 31 March 1980 (Contract; appointed to regular staff 31 March 1980) Mary Faulkner, B.A., M.S. Katrin Horowitz, B.A., B.L.S. Maedythe Martin, B.A., B.L.S. 6 November 1979 - 4 January 1980 (Contract; appointed to regular staff 7 January 1980) Susan Waintman, B.A., M.L.S.



## Information and Reference

Technicians:	Rosamond Austin, B.A., Circulation Technician (Appointed 5 November 1979) Margit Avis, Current Data File Technician Christine Broster, B.A., Government Publications Technician (Appointed 17 September 1979) Jill Cartwright, Library Technician/Messenger Estelita Chan, B.A., Circulation Technician (Resigned 28 September, 1979) Margherita DiConza, General Clerk/Cleaner David L. Parkin, Serials Technician Martha Parrott, A.B., M.A., Ph.D., Current Data File Assistant, 29 October 1978 - 31 March 1980 (Contract) Mary F. Sople, General Clerk/Cleaner
Student Assistants:	Ana Tampold, B.A., (14 May - 31 August 1979) Carole McKeogh, B.A., (14 May - 7 September 1979) Deborah Henderson, B.Sc., M.A., (1 May - 17 August 1979) Mary Jane Culbert (14 May - 31 August 1979; 4 September 1979 - 31 March 1980 (Part-time)

## Technical Services and Systems

Head:	Pamela Stoksik, B.A., B.L.S. (Appointed 29 October 1979)
Librarians:	Donald Krueger, B.A., M.L.S. Marilyn Y. White, B.A., B.L.S.
Technicians:	Wayne Burton, Cataloguing Technician Josephine De Lucia, B.A., U.S. Government Publications Technician (Transferred from Information and Reference Services, 1 January 1980) Julie M. Karasawa, B.A., Canadian Government Publications Technician (Transferred from Information and Reference Services, 1 January 1980)

Technical Services and Systems

Technicians: (Continued)	Sylvie Lacombe, Senior Cataloguing Technician Rose Ocampo, Senior Acquisitions Technician Jane Phillips, B.A., 10 - 31 March 1980 (Contract) Deborah Salisbury, B.A., Acquisitions Technician Angela Wilke, Government Publications Technician Hazel MacTaggart, Bibliographic Searcher, 1-30 April 1979 (Part-time; contract)
Student Assistant:	Judy Gircys (30 April - 17 August 1979)

Collections Development

Head:	Joy Mauerhoff, B.A., B.L.S. (Appointed 10 September 1979)
Technician:	Natalie Litwin, B.A., (Appointed 30 April 1979; transferred from Legislative Library Service Office, 10 September 1979)

Legislative Research Service

Chief:	William Wu, B.A., M.A., Ph.D., M.I.M.A., (Appointed 1 May 1979)
Secretary:	P. Macleod (Appointed 25 June 1979)
Clerk/Stenographer:	Nina Nix (Appointed 2 January 1980)
Research Officers:	Martha Fletcher, B.A., M.A., (Appointed 4 September 1979) Elizabeth Gardiner, B.A., M.E.S. (Appointed 16 July 1979) Richard Jennings, B.A.Sc., M.B.A., P.Eng., (Appointed 17 September 1979) Merike Madisso, B.A., B.Ed., M.A., LL.B., (Appointed 1 August 1979)

Press Clipping Service

Supervisor:	Inara Androvics
Clerical Staff:	Erica Bene George Britton, (G.O. Temporary) Mary Bull Susan Hansen, B.Sc. Margaret Heslin Mary Hrynkiw Ellie Rodden (Appointed 5 November 1979) Gary Schaller (Resigned 26 October 1979) Kate Simpson (Appointed 2 January 1980)

Checklist and Catalogue Service (effective 1 April 1980)

Manager:	Mance Carbery, B.A.
Librarian:	Eveline Marron, B.A., M.L.S.
Bibliographic Clerk:	Pulver Zajfman







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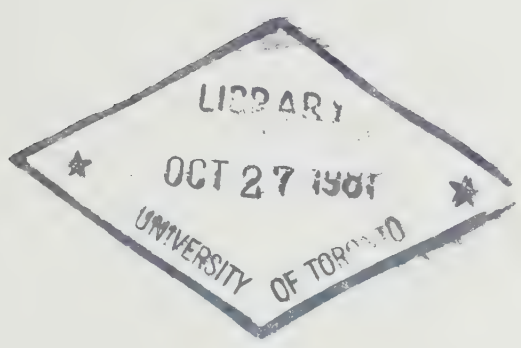
Legislative Library,  
Research and  
Information Services

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Annual Report  
of the Director  
1980/81

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Legislative Library,  
Research and  
Information Services

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**Annual Report  
of the Director  
1980/81**

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Toronto 1981

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Available from:  
Ontario Legislative Library,  
Research and Information Services

Photographs by William Wu



Office of  
the Director

Legislative Library,  
Research and  
Information Services

Legislative Building  
Queen's Park  
Toronto, Ontario  
M7A 1A2  
(416) 965-3742

15 June 1981

The Honourable John M. Turner, M.P.P.,  
Speaker of the Legislative Assembly of Ontario,  
Legislative Building,  
Queen's Park,  
Toronto, Ontario  
M7A 1A2

Dear Mr. Speaker:

I have the honour to present the Annual Report of the Director  
of the Legislative Library, Research and Information Services  
for the year ended 31 March 1981.

This Report is submitted pursuant to Section 105 (a) of the  
Standing Orders approved by the Legislative Assembly, 14  
December 1978.

Respectfully submitted,

A handwritten signature in dark ink, reading "R. Brian Land". The signature is written in a cursive, flowing style.

R. Brian Land,  
Director



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**Ontario Legislative Library,  
Research and Information Services**

**Senior Staff, 1980-81**

Director	R. Brian Land
Administrative Assistant	F. Diane Teeple
Chief, Legislative Library Service	E. Patricia Hay
Head, Collections Development	Joy Mauerhoff
Head, Information and Reference Services	Mary E. Dickerson
Head, Technical Services and Systems	Pamela Stoksik
Chief, Legislative Research Service	William S. Wu
Senior Research Officer	Linda M. Grayson
Supervisor, Press Clipping Service	Inara Androvics
Manager, Checklist and Catalogue Service	Mance G. Carbery*
	Linda L. Reid**

\* Resigned 4 December 1980.

\*\* Appointed 30 March 1981.

## **Historical Note**

The Ontario Legislative Library is the lineal descendent of the parliamentary libraries of Upper Canada (1792-1841) and of the United Province of Canada (1841-1867). Since Confederation, it has been administered successively by the Speaker (1867-1926), by the Minister of Education (1926-1964), by the Provincial Secretary (1964-1972), and by the Minister of Government Services (1972-1976). On 1 April 1976, the Legislative Library became a branch of the Office of the Legislative Assembly under the authority of the Speaker. On 1 September 1978, its name was changed to Legislative Library, Research and Information Services.

### **Legislative Assembly of Ontario**

#### **Standing Order 105**

Approved by the Legislative Assembly

Thursday, December 14th, 1978

## **XVIII LIBRARY**

Director's  
report

105.(a) The management of the Library, including regulation of admission, Library hours, and security and preservation of the collection, is the responsibility of the Director of Library Services, subject to such special orders as he may receive from the House, and the Director shall make an annual report to the House.

Catalogue

(b) A catalogue of the books belonging to the Library shall be kept and the reports thereon included in the Director's annual report.





## **1. Introduction**

Highlights of the 1980-81 report year for the Legislative Library, Research and Information Services included a major renovation of the main floor of the Library, continued improvement of the collection, approval by the Board of Internal Economy of an automated support system for cataloguing, and the introduction of new services for users. The Legislative Research Service reported a dramatic increase in the number of requests for research assistance from individual Members and particularly from committees of the Legislative Assembly. The Press Clipping Service upgraded its photocopying equipment and distributed a record number of newspaper clippings. The Checklist and Catalogue Service completed its first full year as a section of the Legislative Library, Research and Information Services. Details of these and other developments are provided below.

## **2. Organization and Staffing**

An organization chart of the Legislative Library, Research and Information Services is provided in Appendix B and details of staff are given in Appendix J. As of 31 March 1981, the regular full-time staff complement was as follows: Director's Office 5; Legislative Library Service Office 2; Collections Development 2; Technical Services and Systems 11; Information and Reference Services 16; Legislative Research Service 11; Press Clipping Service 8; and the Checklist and Catalogue Service 4; for a total of 59. In addition, during 1980-81, there were 3 unclassified staff on contract, 8 students, and 2 temporary employees, for a grand total of 72.

## **3. The Legislative Library Service**

The primary responsibility of the Legislative Library Service is to meet the information and reference needs of Members. The Service consists of three units: Collections Development, Technical Services and Systems, and Information and Reference Services. A summary of their operations during the year follows.

During the Summer of 1980, the entire perimeter area of the main floor of the Library underwent major renovations designed to maximize the use of the existing space in order to make it more functional as well as to improve its appearance. In order not to interrupt library services to Members and the staff of the Legislative Assembly during the period of renovation, 23 June to 19 September 1980, Library staff and essential materials and equipment were moved to temporary quarters in the basement of the North Wing in the caucus room of the New Democratic Party, whose cooperation enabled the Library to continue to function effectively.

Planning for the renovations was carried out by the Director, the Chief of the Legislative Library Service, and by the heads of Collections Development and Information and Reference Services. Major demolition and construction was supervised by the Construction Section of the Ministry of Government Services and was carried out by the firm of Milne and Nicholls Ltd. Interior design features were the responsibility of the Design Services Branch of the Ministry of Government Services.

The renovated Library features a much brighter and more functional entranceway with an attractive display case and newly designed and relocated circulation, reference and newspaper/periodicals desks. The Members' Reading Room, relocated on the east side of the Library adjacent to the newspapers and periodicals area, houses a recreational reading collection and a television set for viewing off-air or videotaped programs of special interest. Other major improvements include new carpeting throughout, much needed staff office space and a staff meeting room.

To mark the re-opening of the Library, an Open House was held on 22 October 1980 which was attended by the Speaker and other Members, as well as by staff members of the Legislative Assembly.

### **3A. Collections Development**

The Collections Development Unit is responsible for the selection of books, periodicals, newspapers, reports and audio-visual materials for the Legislative Library. This activity involves a regular monitoring of

collection use, the modification of selection policies and the systematic withdrawal of items which are no longer required.

During 1980-81, Library holdings were strengthened significantly, especially in the subject areas of economics, energy, environment, and high technology. A general list of notable acquisitions appears in Appendix C. All publications of the Organization for Economic Cooperation and Development (O.E.C.D.) are now received on standing order. As recommended in the Spicer Report, which was described in detail in the Annual Report of the Director for 1978-79, the Library has acquired additional French-language materials. During the year, the Legislative Library was granted status as a bilingual full depository library by the Canadian Government Publishing Centre, Ottawa, which means that Government of Canada publications are available in both official languages to users of the Legislative Library.

Specific policies were developed and approved for the acquisition of maps and films. In addition, a collection policy for legal materials was developed by a committee of Library staff with Professor Balfour Halevy, Law Librarian, York University, serving as consultant.

As in past years, the Library received many generous donations. More than 500 titles were presented as gifts by MPPs, staff of the Legislative Assembly, government ministries and agencies, associations, private corporations, and interested individuals. Staff members continued to withdraw materials no longer needed from the collection and exchanges were arranged with the following Ontario institutions: the Archives of Ontario, the Art Gallery of Ontario, the Royal Ontario Museum, the Ontario Institute for Studies in Education, the University of Toronto, Victoria University, the Metropolitan Toronto Library Board, the Toronto Public Library, and the North York Public Library.

During the year, the Collections Development staff undertook a recount of a major portion of the collections, the first time this has been done in many years. The number of bound volumes, totalling approximately 143,000 has been accurately broken down into its components, the details of which are listed in Appendix E.

### **3B. Technical Services and Systems**

The primary functions of the Technical Services and Systems Unit are the acquisition, cataloguing, classification and processing of books, government publications, periodicals, newspapers and other incoming material for the Library collection.

Once again, virtually all statistical measurements for Technical Services showed an increase over the previous fiscal year. In two areas of acquisitions, government publications and microforms, growth was particularly significant. The number of government publications acquired increased by 33 per cent over the previous fiscal year while the number of microfiche acquisitions increased by 23.3 per cent over the 1979-80 fiscal year. The number of monographs and serials catalogued increased by 8 per cent while there was an overall increase of 12.7 per cent in the total number of materials catalogued. Other statistics are provided in Appendix E.

In response to the recommendations of the Spicer Report, and building on the foundation laid during 1979-80, the study and development of an automated cataloguing support system continued to be a top priority. In order to assess the needs of the Library, a report was prepared in May 1980 by the Head of Technical Services and Systems outlining the functional requirements for a computer-based cataloguing system. After discussion among senior staff of the Legislative Library Service, the report was accepted as a planning document for implementation. The Library then engaged the services of an outside consultant, Gene A. Damon, who is also Assistant Librarian (Systems) at the University of Waterloo, to help develop a planning budget for consideration by the Board of Internal Economy. On 17 November 1980, the Board gave approval in principle to a funding commitment for the 1980-81 fiscal year. This enabled the Library to approach potential vendors and request proposals. The proposals were received by the deadline of 2 March 1981 and an Evaluation Committee appointed by the Director and consisting of the heads of Technical Services and Systems, Collections Development, and Information and Reference Services, as well as the outside consultant, began its work soon after that date. The evaluation process will continue into the 1981-82 fiscal year.



The decision to automate cataloguing operations through the use of a computer-based system was based on a number of factors. The Library receives thousands of items for addition to its collection during the course of the year. During the 1980-81 fiscal year, for example, it received 67,000 items of which approximately 90 per cent were publications issued by governments, including the government of Ontario. The Library, however, currently is able to provide catalogue records for only 3,000 new titles of which about 600 are government publications.

Under Standing Order 105 (b), the Legislative Library is required to maintain a catalogue of its holdings. Although the Library has consistently compiled and maintained a card catalogue of its book collection over the years, this requirement has not been met with respect to most of the government publications received by the Library. The principal reason for this has been the magnitude of the task of cataloguing such a vast number of publications using traditional manual methods. In the past two years the Library has significantly increased its intake of government publications, thereby adding to the number of uncatalogued materials and intensifying the need for a better cataloguing system.

The major benefits that could be expected to follow from the installation of a computer-based cataloguing support system can be summarized as follows:

- access by author, title and subject, to the entire current collection, thereby making maximum use of all materials;
- access to the most important component of the collection, namely, government publications, to meet the needs of legislators;
- improved effectiveness in responding to requests from Members for information;
- capability of handling greatly-increased workloads in cataloguing materials for the collection;
- ability to generate special lists and files;
- maximum increase in production with minimal increase in staff.



### 3C. Information and Reference Services

The function of the Information and Reference Services Unit is to provide accurate, up-to-date information and reference service to Members and other Library users. This unit also makes available to users the appropriate books, periodical articles, newspaper clippings, government publications and other Library materials.

Despite the fact that the Information and Reference Services Unit was temporarily relocated outside the Library for more than three months in order to permit renovations to proceed, and that there was a provincial election campaign during February and March 1981, there were encouraging indications of increased use. Especially gratifying was the increased use of computer-based reference service.

The number of computer-based reference searches increased by 16 per cent over the 1979-80 fiscal year to a total of 377. In April 1980, the Medline data base, maintained by the National Library of Medicine, Bethesda, Md., and available through the Canada Institute for Scientific and Technical Information in Ottawa, was added, bringing the total number of on-line systems accessed by the Library to six. In January 1981, a new video display terminal and printer were installed to replace the typewriter terminal thereby upgrading the equipment.

The number of files consulted from the Current Data File increased by 33 per cent during the past year. Since its inception in March 1979, the Current Data File has developed into an increasingly valuable reference resource. The scope of the File has been expanded to include editorial comment and news content from additional Ontario newspapers. The continuing usefulness of the retrospective files, and the on-going growth of the File to about 1600 subjects resulted in a decision to microfiche 54 selected voluminous files in January 1981. This microfiche file allows immediate access to clippings without requiring additional storage space.

In preparation for the one-week debate in the Legislature on Confederation, 5 to 9 May 1980, the staff compiled several bibliographies which were distributed on request. In addition, one of the reference librarians, Maedythe Martin, prepared Canadian Constitutional Reform:

A Checklist and Index to Papers Presented at Federal-Provincial Conferences, 1976-1979. This reference work, which provides bibliographic access to an important series of conferences, has been widely requested by libraries and researchers in Canada and abroad.

A new service designed to videotape television programs on a selective basis and to acquire programs of special interest to MPPs in the pursuit of their responsibilities as legislators began in March 1980. Among the more important programs taped were the Debate on Confederation conducted by the Ontario Legislative Assembly in May 1980, and the First Ministers' Conference on the Constitution held in Ottawa in September 1980.

A committee of reference librarians was formed to examine policy options for reference service for the U.S. government publications collection and to recommend the best location for the collection in order to provide ease of access for the reference staff. A list of core U.S. government publications most frequently requested by non-primary clientele, and which are available at other Metro area libraries, was prepared to assist reference staff in referring requests to other libraries. Reference staff members have been working in cooperation with the Collections Development staff to weed the U.S. collection of materials no longer needed.

#### **4. The Legislative Research Service**

The primary responsibility of the Legislative Research Service is to provide research assistance, on request, to individual Members and to committees of the Legislative Assembly.

The 1980-81 fiscal year, the first full year of activity for the Research Service, witnessed a dramatic increase in the number of requests for research by individual Members and particularly by committees. Overall requests increased by 344 per cent compared with 1979-80, despite a sharp drop-off during the provincial election campaign period of February and March 1981.

From 5 May to 9 May 1980, the entire staff of the Research Service worked together to provide quick turn-around summaries of speeches delivered during the special one-week debate on Confederation. Further support was given through the general distribution of a background paper prepared by Martha Fletcher, research officer, on The Future of Confederation: Where Do We Go From Here?

Research service was provided to two standing and two select committees: The Standing Committee on the Administration of Justice, (Ed Philip, Chairman), the Standing Committee on Public Accounts (Patrick Reid, Chairman), the Select Committee on Plant Shutdowns and Employee Adjustments, (Bruce McCaffrey, Chairman) and the Select Committee on Constitutional Reform (John MacBeth, Chairman). In each case, the research officer identified and clarified issues before the committee, collected and organized submissions, suggested lines of questioning, prepared briefing papers, summarized testimony and documents and assisted in preparing the committee's report. Research officers also accompanied committees when their deliberations took place outside Toronto.

On 16 October 1980, the Director, the Chief of the Legislative Research Service, and the Senior Research Officer appeared before the Standing Committee on Procedural Affairs (Mike Breaugh, Chairman) in order to provide a report on the availability of research services to individual Members. Notwithstanding the fact that there has been a sharp increase in work done for committees, the Research Service has been able to maintain its service to individual Members.

During the year, two research officers were added to the Research Service bringing the total to seven, the number recommended in the Spicer Report as appropriate for the initial complement. The provincial election campaign afforded the opportunity for the research officers to prepare a total of five analytical papers on important matters of public concern, the first in a series of Current Issue Papers. In future, such papers will be prepared as time permits and MPPs may choose to receive those which are of particular interest to them.

## 5. The Press Clipping Service

The function of the Press Clipping Service, located at 700 Bay Street, is to supply, on request, individual Members and their staff, caucus research staff, and senior staff of the Legislative Assembly with copies of articles appearing in sixteen selected Ontario daily newspapers and in two Ontario financial weekly newspapers on topics of particular interest.

A record 925,071 press clippings were distributed to Members and others during the 1980-81 fiscal year. This represents a 67 per cent increase over 1978-79, the fiscal year following which the Legislative Library assumed administrative responsibility for the Service, and an increase of 13.5 per cent over 1979-80. For the month of March 1981 alone, 101,731 clippings were distributed. One factor in this record output, which was achieved with no increase in staff complement, has been the upgrading of photocopying equipment used. In October 1980, a Kodak Ektaprint 150 AF copier-duplicator with a capacity of 4,200 copies an hour, was installed. Combining high print quality with features such as an automatic feeder, stapler and collater, this new copier promises to provide the basis for increased productivity in the future.

## 6. The Checklist and Catalogue Service

The responsibility of the Checklist and Catalogue Service, located at 880 Bay Street, is to compile and edit the Monthly Checklist and the Annual Catalogue of Ontario Government Publications, and the quarterly Catalogue des publications en français du gouvernement de l'Ontario.

On 1 April 1980, the Bibliographic Services Unit of the Ministry of Government Services was transferred to the Legislative Library as a result of a reorganization of the Printing Services Branch of that Ministry which was described in the Annual Report of the Director for 1979-80. The unit was renamed the Checklist and Catalogue Service to identify its function more accurately. The 1980-81 fiscal year was a year of adjustment for the staff of the Checklist and Catalogue Service as they attempted to resolve administrative problems and ambiguities resulting from the separation from the Publications Services of the Ministry of Government Services.



Shared responsibilities that required resolution included the maintenance of mailing lists for publications and the list of depository libraries, the assignment and maintenance of the International Standard Numbers program, and the production of microfiche of Ontario government publications.

Staff changes during the year necessitated some reorganization of work flow. On 4 December 1980, Mance Carbery, Manager, resigned to accept a position with the federal government. Eveline Marron assumed the responsibility of Acting Manager until the appointment of Linda Reid as Manager on 30 March 1981. The responsibilities of the position formerly known as the Inventory Control Clerk were redefined and the position was reclassified as Acquisitions Technician. This position was filled on 5 January, 1981.

On 20 November 1980, the staff of the Checklist and Catalogue Service, along with senior staff of the Legislative Library Service, met with Marta Khan, Assistant Director (National Services), Cataloguing Branch of the National Library of Canada to discuss possible participation in the Canadian Cataloguing-in-Publications (CIP) program as it relates to Ontario government publications. The CIP program is a plan whereby Canadian books are catalogued prior to publication. The cataloguing information is subsequently printed in the books themselves as well as being distributed in Canada and abroad through the National Library's automated data base and MARC distribution services. The CIP program benefits publishers, booksellers and librarians by supplying data helpful in the identification and acquisition of these books and in the bibliographic control of these items in library collections. The legislative libraries of British Columbia and Nova Scotia participate in the CIP program by acting as the cataloguing agency for the publications of their respective provincial governments and by communicating the pre-publication data to the National Library. During the coming year, the Checklist and Catalogue Service will be examining the feasibility of implementing a similar CIP project for monographs published by the Ontario government.



## **7. Ontario Government Librarian's Council**

Several staff members were actively involved in the work of the Ontario Government Librarians' Council. Mance G. Carbery, Manager of the Checklist and Catalogue Service, served as Past-Chairman of the Council. Marilyn White, Librarian, Technical Services and Systems, was Convener and Program Coordinator of the Technical Services Discussion Group. Brian Land, Director, and Mary Dickerson, Head of Information and Reference Services, served as members of the Council's Ad Hoc Committee on Freedom of Information which submitted its report in September 1980. Margit Avis, Current Data File Technician, addressed the Continuing Education Committee's Workshop on Indexing, 18 June 1980. Inara Androvics, Supervisor of the Press Clipping Service, also participated in the Workshop on Indexing as well as in the Reference Services Group meeting on 16 September 1980 which discussed press clipping services in the Ontario government.

## **8. Staff Activities**

Members of the staff continued to be active in the work with outside groups. Brian Land, Director, E. Patricia Hay, Chief of the Legislative Library Service, and Mary Dickerson, Head of Information and Reference Services, made a presentation dealing with on-line computer services offered by the Legislative Library at the biennial meeting of the Association of Parliamentary Librarians in Canada, 2 October 1980, in Edmonton.

Brian Land was appointed Chairman of the National Library Advisory Board Resource Network Committee for a three-year term. Diane Teeple, Administrative Assistant to the Director, was named President of the Toronto Association of Law Librarians for 1981-82. Donald Krueger, librarian, Information and Reference Services, was appointed Secretary of the Canadian Association of Special Libraries and Information Services for 1981-82.

Brian Land addressed the Librarians' Association of the University of Toronto on 3 November 1980, and the Chief Executives of Large Public

Libraries of Ontario on 20 February 1981 on the programs and services of the Legislative Library. He spoke to the staff of the University of Calgary Library on 30 September 1980, to the staff and students of the Faculty of Library Science at the University of Alberta, Edmonton, on 1 October 1980, and to the Toronto Chapter of the Canadian Association of Special Libraries and Information Services on 27 November 1980 on Bill C-43, An Act to enact the Access to Information Act. He also prepared a brief on Bill C-43 which he presented to the House of Commons Standing Committee on Justice and Legal Affairs on 24 March 1981 on behalf of the Canadian Library Association. He was joined in this latter presentation by Erik J. Spicer, Parliamentary Librarian, Library of Parliament, Ottawa, and by Paul Kitchen, Executive Director, Canadian Library Association.

The Director continued to serve as a member of the interministry Core Committee on Customer Services. On 17 November 1980, the Director made a presentation to the Government Publications Review Subcommittee of the Ontario Council of Communications Directors on the publications produced by the Checklist and Catalogue Service. The Director served on the Resources Centre Development Committee of the Canadian Centre for Philanthropy and as a member of the International Federation of Library Associations' Planning Committee for the Pre-Conference Seminar on Library Buildings to be held in Toronto in 1982. During the 1980 United Way Campaign, he served as Chairman for the Office of the Assembly and the Provincial Caucuses.

Linda Grayson, Senior Research Officer, presented a paper to the York University-University of Toronto Faculty Colloquium on 24 October 1980. Martha Fletcher, research officer, was a guest lecturer at the Seminar on Canadian Resources in the Social Sciences of the Faculty of Library Science of the University of Toronto on 30 October 1980.

Mary Dickerson was a member of the Committee for the 1981 Orientation Program for New Members coordinated by the Office of the Clerk.

## **9. Staff Retirement**

On 31 March 1981, a special reception was held in the Amethyst Room of the Legislative Building in honour of Mary Hrynkiw who retired after twenty-three years' service to the Province of Ontario. A member of the public service since 23 April 1958, Mrs. Hrynkiw joined the Legislative Assembly in 1974 as a member of the staff of the Press Clipping Service and transferred to the Information and Reference Services Unit on 1 October 1980. On the occasion of her retirement, the Speaker of the Legislative Assembly, the Hon. John E. Stokes, and the Director of Administration, Robert J. Fleming, joined with the Director and members of the staff of the Legislative Library in recognizing Mrs. Hrynkiw's years of service and in participating in the special presentation to her.

## **10. Visitors to the Library**

Among those who visited the Legislative Library during 1980-81 were: Kaze T. Hasan, Assistant Parliamentary Librarian, Parliament of Bangladesh, Dacca; Trevor W. Lawton, Senior Research Director, Commonwealth Parliamentary Library, Parliament of Australia, Canberra; Dr. Guy Sylvestre, National Librarian of Canada, Ottawa; Hope E.A. Clement, Associate National Librarian, National Library of Canada; Cynthia J. Durance, Project Director, National Library Network Project, National Library of Canada; Alistair Fraser, retired Clerk of the House of Commons, Parliament of Canada, Ottawa; Basil Zafiriou, Chief, Economics Division, Research Branch, Library of Parliament, Ottawa; John Graham, Research Officer, Science and Technology Division, Research Branch, Library of Parliament, Ottawa; Margaret Campbell, Head, Clipping File, Library of Parliament, Ottawa; Dr. David L. Cook, Director of Research, Government Members' Office, Legislative Assembly of Alberta, Edmonton; Craig H. James, Legislative Library of Saskatchewan, Regina; P.M. Somerton, Provincial Library of Saskatchewan, Regina; Dorothy J. Clarkson, Supervisor, Information Centre, Polysar Ltd., Sarnia; Basil E. Stuart-Stubbs, University Librarian, University of British Columbia, Vancouver; Professor Bernard M. Fry, School of Library and Information Science, Indiana University, Bloomington; and Paul Kitchen, Executive Director, Canadian Library Association, Ottawa.

Among the groups visiting the Library were: members of Tynwald, Isle of Man; the Parliamentary Interns, Ottawa; the Legislative Interns, Queen's Park; and library science students from the School of Library and Information Science University of Western Ontario, London, and from the Faculty of Library Science, University of Toronto.

On 22 January 1981, more than 100 members of the Toronto Chapter of the Special Libraries Association visited the Library and attended a program meeting on "Tracking Legislative Information". The Director and four members of the Information and Reference Services Unit, Mary Dickerson, Elearnor Barnes, Susan Waintman and Mary Faulkner, took part in the presentation.

## **11. Appreciation**

During the year, members of the Library staff had to cope with a variety of inconveniences and disruptions including major renovations, temporary and overcrowded working quarters, and with the installation of major new equipment. Despite these difficulties, they continued to perform their duties with dedication and resourcefulness.

The Director would like to express his appreciation to the senior officers of the Legislative Assembly staff for their cooperation and to the Members of the Board of Internal Economy for their confidence and support. A special note of thanks is due to the Honourable John E. Stokes, the Speaker of the Legislative Assembly during the period under review, for his unfailing interest in improving library and research services for Members of the Legislative Assembly of Ontario and for his staunch support of the Director's efforts to achieve this objective.

R. Brian Land,  
Director.





The main floor of the Library was renovated during the summer of 1980. The renovations resulted in brighter and more functional quarters, in newly designed and relocated circulation and reference desks, and in the provision of much needed work space for staff. An Open House was held on 22 October 1980 to mark the Library re-opening.



Among those attending Open House was Jean Kerfoot Allen, Legislative Librarian from 1963 to 1973, seen talking (right to left) with the Speaker, the Hon. John E. Stokes, the Deputy Speaker, Hugh Edighoffer, and the Director, Brian Land. Also pictured are Mary Dickerson, Head of Information and Reference Services, and James Renwick, M.P.P.





Despite the fact that library service was disrupted for more than three months because of renovations, and that there was a provincial election campaign during February and March 1981, the number of reference inquiries increased by 8.5 per cent over the 1979-80 fiscal year.



The number of computer-based reference searches rose by 16 per cent over the previous year. One new data base was added bringing the total number of on-line systems accessed by the Library to six. Bob Gardner, librarian, is shown working at the new video terminal while Patricia Neilson, sales representative for Hamilton Rentals, looks on.



The number of subject files available in the Current Data File increased by 26 per cent while usage was up by 33 per cent over the previous year. To reduce the need for additional storage cabinets, a number of more voluminous files were microfilmed enabling users to have access to file contents by means of a microfiche reader.



Research officers from the Legislative Research Service provided research assistance to two standing committees and two select committees of the Legislature during 1980-81. One of the committees assisted was the Select Committee on Constitutional Reform, chaired by John MacBeth, M.P.P., shown here at a meeting.





The Press Clipping Service, located at 700 Bay Street, distributed a record number of newspaper clippings during the year to Members and staff. Pictured here (left to right) are Susan Hansen and Inara Androvics, Supervisor, with a visitor, Dr. David Cook, Director of Research, Government Members' Office, Legislative Assembly of Alberta.

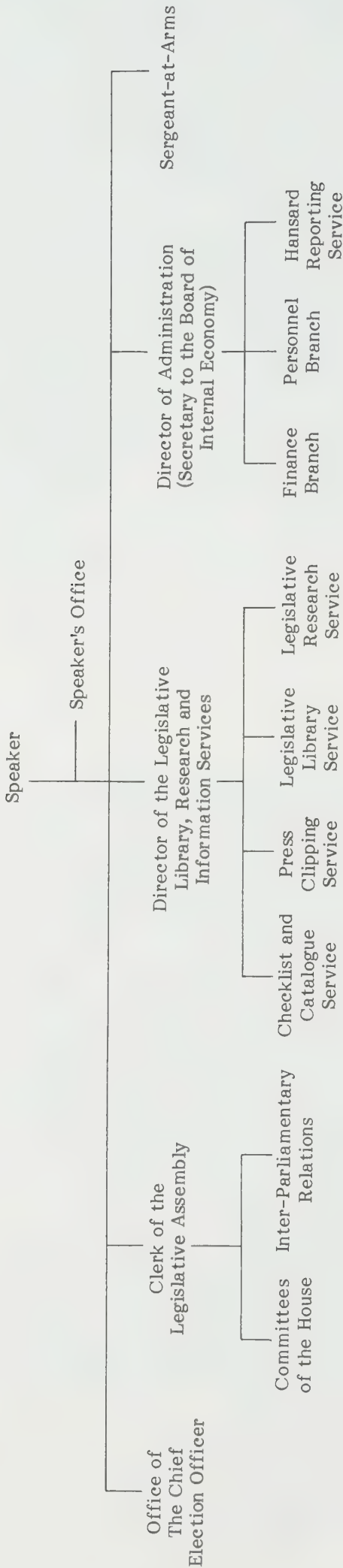


The Checklist and Catalogue Service, located at 880 Bay Street, became a section of the Legislative Library, Research and Information Services on 1 April 1980. It is responsible for compiling and editing the Monthly Checklist and Annual Catalogue of Ontario Government Publications. Seen here are Eveline Marron, librarian (standing), and Pulver Zajfman, administrative clerk.



Appendix A

Organization Chart:  
Administrative Structure  
Ontario Legislative Assembly



**Note:** The Provincial Auditor, Ombudsman/Ontario and the Commission on Election Contributions and Expenses report to the Speaker and, for the purpose of financial control, funds and staff complements are approved by the Board of Internal Economy.

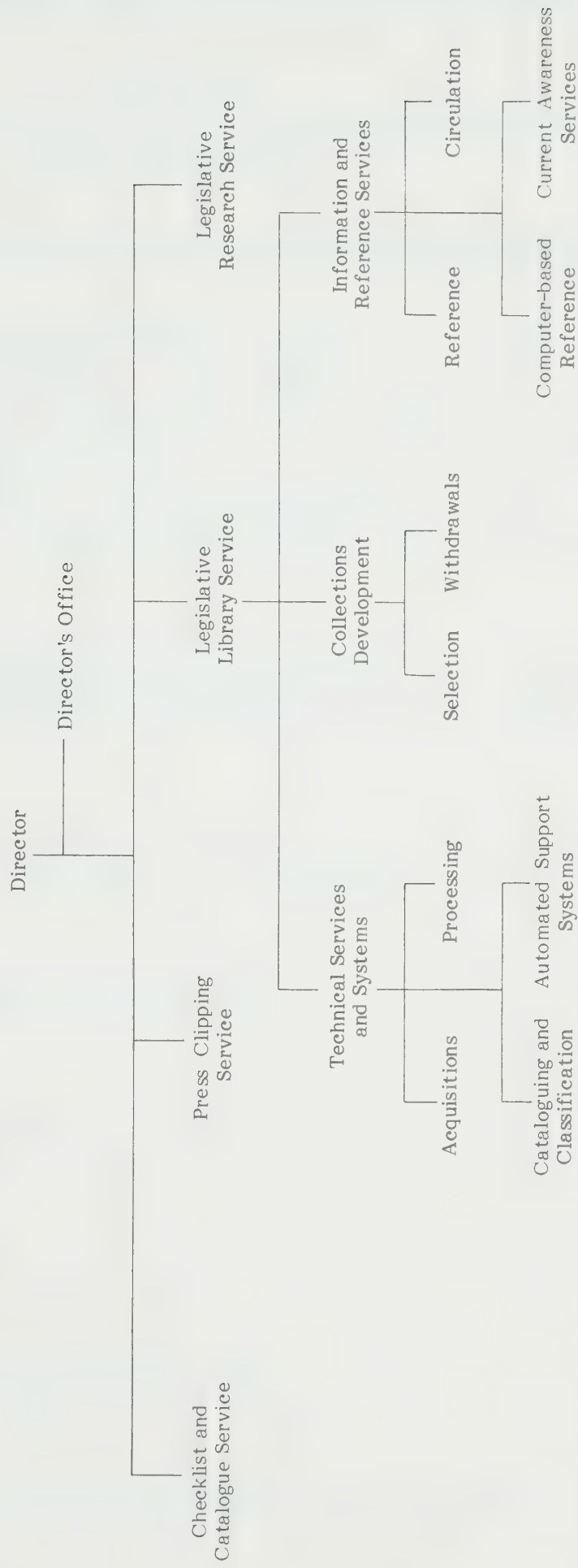
Source: Manual of Administration. Toronto: Office of the Assembly, 1980. p. 1-2-1.



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Appendix B

Organization Chart:  
Administrative Structure  
Ontario Legislative Library,  
Research and Information Services



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**Appendix C**

**Notable Acquisitions**

Ambler Pricing Service. Mississauga, Ontario: Charles Ambler & Associates, 1980- .

American Men & Women of Science: Physical and Biological Sciences. Edited by Jaques Cattell Press. 14th ed. New York: R.R. Bowker Co., 1979. 8 vols.

Asbestos: Properties, Applications, and Hazards. Edited by L. Michaels and S.S. Chissick. New York: Wiley-Interscience, 1979.

Blaustein, Albert P. Constitutions of the Countries of the World: A Series of Updated Texts, Constitutional Chronologies and Annotated Bibliographies. Edited by A.P. Blaustein and G.H. Flanz. Dobbs Ferry, New York: Oceana Publications, 1971- .

British Columbia. Laws, Statutes, etc. [Statutes of British Columbia, including Vancouver Island, 1859-1871]. Toronto: Micromedia, 1978. (microfilm)

Buchsbaum, Steven. Jobs and Energy: The Employment and Economic Impacts of Nuclear Power, Conservation, and Other Energy Options. New York: Council on Economic Priorities, 1979.

CRC Handbook of Environmental Control. Cleveland, Ohio: CRC Press, 1972- .

CRC Handbook of Food Additives. Edited by Thomas E. Furia. 2nd ed. Cleveland, Ohio: CRC Press, 1977-1980. 2 vols.

Canada. Laws, Statutes, etc. FM Compilation of the Revised Statutes of Canada, 1970-1972. Farnham, Quebec: Municipal Forms, 1972- . 15 vols.

Canada. Laws, Statutes, etc. FM Compilation of the Statutes of Canada [1970- ]. Farnham, Quebec: Municipal Forms, 1972- .

Canadian Education Index. Toronto: Canadian Education Association, 1972-1979. 8 vols.

Canadian Employment Safety and Health Guide. Don Mills, Ontario: CCH Canadian, 1980- . 2 vols.

Canadian Legislative Report. Toronto: Micromedia, 1980- .

Catalogue of the Public Archives Library. Boston, Mass.: G.K. Hall, 1979. 12 vols.

Checklist of United States Public Documents, 1789-1976: With Accompanying Indexes. Compiled by Daniel W. Lester and Marilyn A. Lester. Arlington, Virginia: United States Historical Documents Institute, 1978. (microfilm) 5 index vols.

Chips in the 1980's: The Application of Micro-Electronic Technology in Products for Consumer and Business Markets. London: Economist Intelligence Unit, 1979.

Congressional Information Service. CIS U.S. Congressional Committee Prints Index. Washington, D.C.: Congressional Information Service, 1980. 5 vols.

Cumulative Subject Guide to U.S. Government Bibliographies, 1924-1973. Arlington, Virginia: Carrollton Press, 1976. 7 vols.

Cumulative Title Index to United States Public Documents, 1789-1976. Compiled by Daniel W. Lester, Sandra K. Faull, and Lorraine E. Lester. Arlington, Virginia: United States Historical Documents Institute, 1979- . 16 vols.

Current Law Index. Menlo Park, California: Information Access Corp., 1980- .

Le Droit. Ottawa: Le Droit, 1977-1980. (microfilm)

Encyclopaedia Britannica. 9th-10th ed. Edinburgh: A. and C. Black, 1875-1903. 35 vols.

Environmental Impact Statement Glossary: A Reference Source for EIS Writers, Reviewers, and Citizens. Edited by Marc Landy. New York: IFI/Plenum, 1979.

Handbook on the Toxicology of Metals. Edited by Lars Friberg, Gunnar F. Nordberg, and Velimir B. Vouk. Amsterdam: Elsevier/North-Holland Biomedical Press, 1979.

Historic Documents. Washington, D.C.: Congressional Quarterly, v. 1, 1972- .

Hydrogen: Its Technology and Implementations. Edited by Kenneth E. Cox and K.D. Williamson. Cleveland, Ohio: CRC Press, 1975-1979. 5 vols.

International Encyclopaedia for Labour Law and Industrial Relations. Edited by Roger Blanpain. Deventer, Netherlands: Kluwer, 1977- .

John Bartholomew & Son Ltd. Times Atlas of the World. Comprehensive ed. Toronto: Fitzhenry and Whiteside, 1980.

Lower Canada. Laws, Statutes, etc. [Statutes of Lower Canada, 1793-1845] Toronto: Micromedia, 1978. (microfilm)

McLean, Mary. Index to Unofficial Hansard of Upper Canada, 1820-1832. [Toronto]: n.p., 1938. (microfilm)

Melton, J. Gordon. The Encyclopedia of American Religions. Wilmington, North Carolina: McGrath Pub. Co., 1978. 2 vols.

National Encyclopedia of Canadian Biography. Edited by Jesse Edgar Middleton and W. Scott Downs. Toronto: Dominion Publishing Co., 1935.

National Reference Book on Canadian Men and Women. 5th ed. Montreal: Canadian Newspaper Service, 1936.

New Brunswick. Laws, Statutes, etc. [Statutes of New Brunswick, 1786-1870]. Toronto: Micromedia, 1978. (microfilm)

New Grove Dictionary of Music and Musicians. Edited by Stanley Sadie.  
Washington, D.C.: Grove's Dictionaries of Music, 1980. 20 vols.

Newfoundland. Laws, Statutes, etc. [Statutes of Newfoundland, 1833-1867].  
Toronto: Micromedia, 1978. (microfilm)

Ontario. Laws, Statutes, etc. Draft Consolidation of the Statute Law of Ontario  
up to and Including the Statutes Passed in 1885. Toronto: Micromedia,  
[1979?] (microfiche)

Orders in Council: A Weekly Descriptive Listing of Federal Cabinet Orders.  
Ottawa: J.K. Carruthers, 1980- .

Peters, George A. Sourcebook on Asbestos Diseases. New York: Garland STPM  
Press, 1980.

Pollution Research Index: A Guide to World Research in Environmental  
Pollution. Edited by Andrew I. Sors and David Coleman. 2nd ed. Essex,  
England: F. Hodgson, 1979.

Prince Edward Island. Laws, Statutes, etc. [Statutes of Prince Edward Island,  
1774-1868]. Toronto: Micromedia, 1978. (microfilm)

Quebec (Province). Laws, Statutes, etc. Recueil FM de règlements d'application  
des lois du Québec. Farnham, Quebec: Municipal Forms, 1977- . 23 vols.

RADAR: Répertoire analytique d'articles de revues du Québec. Montreal:  
Ministère des Affaires culturelles, Bibliothèque nationale du Québec.  
1979- .

Regulatory Reporter. Ottawa: Canadian Law Information Council, 1980-

Singer, Charles Joseph. History of Technology. Edited by C.J. Singer et al.  
Oxford: Clarendon Press, 1978-1979. 7 vols.

Slattery, Brian. The Land Rights of Indigenous Canadians As Affected by the  
Crown's Acquisition of Their Territories. Oxford: n.p. 1979.



Solar and Wind Energy Research Program Index. Edmonton: Alberta Research Council, 1979- .

Standard & Poor's Register of Corporations, Directors, and Executives. New York: Standard & Poor's Corporation, 1980- .

Standard & Poor's Security Dealers of North America. New York: Standard & Poor's Corporation, 1980- .

Statutes of Alberta Judicially Considered. Calgary: Burroughs, 1970- .

Stenton, Michael. Who's Who of British Members of Parliament; A Bibliographical Dictionary of the House of Commons. Hassocks, England: Harvester Press, 1976- .

Upper Canada Reports: [1823-1900]. Agincourt, Ontario: Carswell Co., [1979?] (microfiche)

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Appendix D

Estimates and Expenditures

<u>Estimates</u>	<u>Fiscal</u> <u>Year</u> <u>1979-80</u>	<u>Fiscal</u> <u>Year</u> <u>1980-81</u>
Salaries and Wages	\$ 676,200	\$ 1,113,900
Employee Benefits	116,400	196,600
Transportation and Communications	11,900	28,500
Services	60,800	89,900
Supplies and Equipment	237,100	279,200
Recoveries (Photocopy Receipts)	<u>(2,000)</u>	<u>(3,000)</u>
TOTAL	<u>\$1,100,400</u>	<u>\$ 1,705,100</u>
<u>Expenditures</u>		
Salaries and Wages	\$ 666,613	\$ 1,064,716
Employee Benefits	96,344	153,639
Transportation and Communications	11,365	17,599
Services	52,441	76,908
Supplies and Equipment	302,309	346,130
Recoveries (Photocopy Receipts)	<u>(1,937)</u>	<u>(1,595)</u>
TOTAL	<u>\$1,127,135</u>	<u>\$ 1,657,397</u>

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Appendix E

Legislative Library Service:  
Statistical Summary

<b>Collections: Library Holdings</b>	<u>31 March 1980</u>	<u>31 March 1981</u>
<u>Volumes</u>		
Monographs	143,948 (est.)*	78,101
Government Publications	n/a	n/a
Periodicals (bound)	n/a	10,269
Newspapers (bound)	n/a	882
<u>Current Data File</u>		
Files	1,265	1,589
<u>Microforms</u>		
Microfiche (sheets)	217,930	304,168
Microfilm (reels)	4,815	5,232
<u>Audio-visual materials</u>		
Videotapes (cassettes)	85	88
Other (sound cassettes)	15	28
<u>Maps</u>	n/a	1,364

**Collections: Serials Currently Received**

Periodicals (titles, including microforms)	910**	597
Newspapers (titles, including microforms)	268	285
Other serials (titles)	n/a	975

\* Includes all categories of bound material, i.e. monographs, government publications, periodicals, and newspapers.

\*\* Includes other serials.

	Fiscal Year 1979/80	Fiscal Year 1980/81	Percentage Change
<b>Technical Services</b>			
<u>Acquisitions</u>			
Orders placed	2,963	3,172	7.0%
Items received:			
Books (volumes)	3,185	3,481	9.3
Serials (titles)	256	374	46.1
Newspapers (titles)	9	9	0
Government publications (items, excluding microforms)	47,912	63,738	33.0
Microfiche (sheets)	69,947	86,238	23.3
Microfilm (reels)	226	418	85.0
Videotapes (cassettes)	4	3	(25.0)
Other - Maps	0	20	—
- Sound cassettes	15	13	(13.3)
<u>Withdrawals</u>			
Monographs (volumes)	2,950*	14,488	391.1%
Serials (volumes)	4,772*	331	(90.1)
Other - Maps	0	1	—
- Microfilm (reels)	7	1	—
- Newspapers (titles)	5	0	—
<u>Cataloguing</u>			
Items catalogued			
Books and Serials (titles)	2,187	2,362	8.0%
Books (volumes)	2,562	2,197	(14.2)
Government Publications (titles)	436*	590	35.3
Government Publications (volumes)	1,104	1,996	80.8
Microfiche (titles)	30	30	—
Catalogue cards filed	29,161	28,281	(3.0)
<u>Binding</u>			
Items bound (volumes)	506	1,096	116.6%
In-library processing (volumes)	498	1,099	120.7

\* Revised.

	Fiscal Year 1979/80	Fiscal Year 1980/81	Percentage Change
<b>Information and Reference Services</b>			
<u>Circulation</u>			
Loans:			
Monographs	2,730	2,247	(17.7)%
Government Publications	1,188	1,297	9.2
Newspapers	327	158	(51.7)
Periodicals*	362	19	(94.8)
Videotapes	0	1	—
Other - Current Data File	59	45	(23.7)
Total	4,666	3,767**	(19.3)
Interlibrary Loans			
Borrowed - volumes	233	196	(15.9)%
- photocopies (items)	133	183	37.6
Loaned - volumes	506	362	(28.5)
- photocopies (items)	57	102	78.9
Total Items (excludes unfilled requests)	929	843	(9.3)
<u>In-Library Use</u>			
Monographs	n/a	10,921	—
Government Publications	n/a	40,521	—
Current Data Files Consulted	1,435	1,909	33.0
Microforms			
Microfiche (sheets)	160	129	(19.4)
Microfilm (reels)	755	839	11.1
Videotapes	0	4	—
Periodicals	n/a	1,320	—
<u>Articles supplied by photocopy</u>			
Periodical Contents***			
Articles requested	3,333	3,131	(6.1)%
Pages photocopied	22,528	21,917	(2.7)
Periodical Selections****			
Articles requested	1,484	380	(74.4)
Pages photocopied	11,933	3,582	(69.9)

\* General circulation discontinued October 1979.

\*\* Circulation restricted 23 June - 15 October 1980.

\*\*\* New service 12 October 1979; not issued from 21 June 1980 - 3 October 1980.

\*\*\*\* Not issued during July, August, September and December 1980 and February - March 1981 due to renovations and staff shortages.



	<u>Fiscal Year 1979/80</u>	<u>Fiscal Year 1980/81</u>	<u>Percentage Change</u>
<b>Information and Reference Service</b>			
<u>Reference</u>			
Inquiries	10,489	11,385	8.5%
Computer searches*	325	377	16
Bibliographies compiled	5**	9	80
Current awareness services (issues)			
Periodical Contents*	23	29	26.1
Periodical Selections	9	5	(44.4)
Selected New Titles*	6	8	33.3
Courier Service (trips)*	87	655	652.9%
Library Tours (groups)	7	12	71.4%

\* New service introduced during 1979/80.

\*\* Revised.

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Appendix F

Legislative Research Service:  
Statistical Summary

	Fiscal Year <u>1979/80*</u>	Fiscal Year <u>1980/81</u>
<u>Projects Completed by Source of Request:</u>		
Individual Members	63	76
Committees of the Legislative Assembly	5	259
Senior Assembly Officials	15	18
Parliamentary Associations	4	1
Other (including federal and provincial research services)	<u>18</u>	<u>7</u>
Total:	105	361
<u>Projects Completed by Subject:</u>		
Economics	26	133
Environment	8	1
History	4	9
Interdisciplinary	17	9
Legal	11	36
Political Affairs	18	121
Science and Technology	9	14
Social Affairs	7	38
Transportation and Communications	<u>5</u>	<u>—</u>
Total:	105	361

\* The Legislative Research Service came into being on 1 May 1979.

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Appendix G

Press Clipping Service:  
Statistical Summary

Number of Clippings Distributed Monthly

<u>Month</u>	<u>Fiscal Year</u> <u>1979/80</u>	<u>Fiscal Year</u> <u>1980/81</u>
April	65,983	74,989
May	71,608	81,765
June	67,340	83,114
July	75,531	66,878
August	55,596	56,113
September	57,388	49,538
October	98,314	83,770
November	93,361	66,476
December	42,284	85,630
January	61,887	82,206
February	54,849	92,861
March	70,984	101,731
<hr/>		
<u>Total No. of Clippings Distributed</u>	815,125 *	925,071 13.5% increase
 <u>Total No. of Clients (31 March)</u>	 103	 118 14.6% increase

\* Revised.

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Appendix H

Checklist and Catalogue Service:  
Statistical Summary

<u>Month</u>	Publications Catalogued (titles)		Publications Listed in Monthly Checklist (titles)	
	<u>Fiscal Year 1979/80</u>	<u>Fiscal Year 1980/81</u>	<u>Fiscal Year 1979/80</u>	<u>Fiscal Year 1980/81</u>
April	276	368	179	191
May	338	397	270	194
June	258	309	239	237
July	157	222	175	175
August	294	127	166	145
September	296	196	171	147
October	256	205	237	151
November	339	244	218	180
December	264	258	248	227
January	127	205	118	114
February	153	285	115	195
March	274	190	137	145
TOTAL	3,032	3,006	2,273	2,101

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### Appendix I

#### Publications

##### 1. A. Bibliographies and Reading Lists

Barnes, Eleanor, comp. Selected Bibliography on Proportional Representation. 31 July 1980. 2 pp.

----- Voting Machines in Legislative Bodies. 24 June 1980. 1 p.

Krueger, Donald, comp. Electoral Reform (revised). September 1980. 6 pp.

----- Intergovernmental Relations: A Selected Bibliography. September 1980. 4 pp.

----- The Quebec Question: A Bibliography of Background Material Supplementing the Bibliography Entitled "Sovereignty Association and Quebec Separatism." May 1980. Revised September 1980. 11 pp.

----- Sovereignty Association and Quebec Separatism. April 1980. Revised September 1980. 16 pp.

Martin, Maedythe, comp. The Canadian Constitutional Debate: A Bibliography. April 1980. 11 pp.

Quebec and the Constitution 1976-1980. April 1980. 8 pp.

##### B. Checklists and Indexes

Martin, Maedythe, comp., assisted by Donna McGraw. Canadian Constitutional Reform: A Checklist and Index to Papers Presented at the Federal-Provincial Conferences, 1976-79. Toronto: Legislative Library, Research and Information Services, 1980. 34 pp.



2. Serials

Annual Report of the Director, Legislative Library, Research and Information Services, 1979-80. Toronto: 1980.

Memo to Members, no. 3, April 1980 - no. 4, October 1980. 2 issues.

Periodical Contents, no. 24, April 3, 1980 - no. 54, March 13, 1981.  
31 issues.

Periodical Selections, vol. 2, no. 1, April 1980 - no. 5, January 1981.  
5 issues.

Selected New Titles, vol. 2, no. 1, April 1980 - no. 9, January/February 1981. 9 issues.

Status of Bills Report, March 19, 1980 - December 5, 1980 (weekly).  
17 issues.

3. Presentations to Committees

Land, Brian, Wu, William, and Grayson, Linda. Submission to the Standing Procedural Affairs Committee Concerning the Legislative Research Service. Toronto, 16 October 1980. (Typewritten)

4. Other Publications

A Brief on Bill C-43, The Access to Information Act, presented by the Canadian Library Association, February 1981. Representing the Association: Erik J. Spicer, R. Brian Land, and Paul Kitchen. In Minutes of Proceedings and Evidence of the Standing Committee on Justice and Legal Affairs, Tuesday, March 24, 1981. pp. 21A:7-21A:15. Also published in Feliciter, 27 (March 1981):9-10.

Fletcher, Martha. The Future of Confederation: Where Do We Go From Here? Prepared for the Debate on Confederation, May 5-9, 1980. Toronto, 1 May 1980.

Jennings, Richard. "Energy: Conservation, Diversification, and Self-Sufficiency." Canadian Regional Review 3:3 (September 1980):22-27.

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**Annual Report, 1980-81**

**Appendix J**

**STAFF ROSTER\***

(1 April 1980 - 31 March 1981)

Director's Office

Director:	R. Brian Land, B.A., M.A., B.L.S., M.L.S.
Administrative Assistant to the Director:	F. Diane Teeple, B.A., B.L.S., M.L.S., LL.B. (Appointed 5 August 1980)
Secretary to the Director:	Joan Stephens
Accounts Clerk:	Sumi Johnson
Word Processing Operator:	Denise M. Debney

Legislative Library Service

Chief:	E. Patricia Hay, B.A., B.P.H.E., B.L.S., M.L.S.
Clerical Assistant:	Una Bruce (Appointed 2 June 1980)
Clerk/Typist:	Edith Henderson (Part-time; contract)
Student Assistant:	Arvid Grabovskis (2 June - 29 August 1980)

Collections Development

Head:	Joy Mauerhoff, B.A., B.L.S.
Librarian:	Donna Burton, B.A., M.L.S., 21 April 1980 - 31 March 1981 (Contract)
Technician:	Natalie Litwin, B.A.
Student Assistant:	Jim Peterson, B.A. (1 May - 20 August, 1980)

\* Excludes G.O. Temporary Staff.

Information and Reference

Head:	Mary E. Dickerson, B.A., B.L.S., M.L.S.
Librarians:	Eleanor Barnes, B.A., B.L.S. Mary Faulkner, B.A., M.S. Robert Gardner, B.A., M.L.S. (Appointed 15 December 1980) Katrin Horowitz, B.A., B.L.S. (Resigned 9 May 1980) Donald Krueger, B.A., M.L.S. (Transferred from Technical Services 6 October 1980) Maedythe Martin, B.A., B.L.S. (Resigned 17 October 1980) Susan Waitman, B.A., M.L.S.
Technicians and Other Support Staff:	Rosamond Austin, B.A., Reference Assistant (Promoted 8 December 1980) Margit Avis, Reference Assistant (Resigned 27 November 1980) Jill Cartwright, Audiovisual Technician (Resigned 10 October 1980) Estelita Chan, B.A., Government Publications Technician (Appointed 16 March 1981) Mary Jane Culbert, Current Data File Assistant (Appointed 14 July 1980) Margherita DiConza, General Clerk/Cleaner Marian Hourd, Circulation Technician (Appointed 1 December 1980) Mary Hrynkiw, Current Data File Clerk Assistant (Transferred from Press Clipping Service, 1 October 1980; retired 31 March 1981) Tamara Mann, B.A., Audiovisual Technician (Appointed 26 January 1981) David L. Parkin, Serials Technician Martha Parrott, A.B., M.A., Ph.D., Current Data File Technician (Promoted 5 May 1980) Mary F. Soplet, General Clerk/Cleaner
Driver/Messengers:	John Dungey, 13 November 1980 - 27 March 1981 (Contract) Paul LeBlanc, 14 April - 15 July 1980 (Contract)

Student Assistants: Mary Jane Culbert, 5 May - 11 July 1980  
Martin Dowding, B.A., 9 December 1980 - 31 March 1981 (Part-time)  
Lisa Fanuzzi, 19 May - 30 August 1980  
Debra Forman, B.A., M.A., 3 November 1980 - 31 March 1981 (Part-time)  
Danguole Juozapavicius, B.A., 12 May - 30 August 1980; 6 October 1980 - 31 March 1981 (Part-time)

Technical Services and Systems

Head: Pamela Stoksik, B.A., B.L.S.

Librarians: Paul Pilon, B.A., M.L.S., 3 November 1980 - 31 March 1981 (Contract)  
Anne-Marie Toth-Waddell, B.A., M.L.S., 4 September - 3 October 1980 (Contract; appointed to regular staff 6 October 1980)  
Marilyn Y. White, B.A., B.L.S.

Technicians and Other Support Staff: Christine Broster, B.A., U.S. Government Publications Technician (Transferred from Information and Reference Services 5 January 1981)  
Wayne Burton, Senior Cataloguing Technician (Promoted 15 August 1980)  
Josephine De Lucia, B.A., U.S. Government Publications Technician (Resigned 16 January 1981)  
Julie M. Karasawa, B.A., Canadian Government Publications Technician (Resigned 15 August 1980)  
Sylvie Lacombe, Senior Cataloguing Technician, (Resigned 15 August 1980)  
Lori Lane, Government Publications Technician, 12 May 1980 - 15 August 1980 (Contract; appointed to regular staff 18 August 1980)  
Rose Ocampo, B.S.S.W., M.A., Senior Acquisitions Technician  
Jane Phillips, B.A., 1 April - 15 August 1980 (Contract)  
Deborah Salisbury, B.A., Acquisitions Technician  
Nora Stubbington, B.A., Cataloguing Technician, 15 September 1980 - 13 March 1980  
Angela Wilke, Government Publications Technician (Promoted 15 August 1980)

Student Assistants: John Tennant, 20 May - 29 August 1980  
Rohini Tiwari, 1 May - 21 August 1980



Legislative Research Service

Chief: William S. Wu, B.A., M.A., Ph.D., M.I.M.A.

Senior Research Officer: Linda M. Grayson, B.A., M.A., Ph.D., (Appointed 2 June 1980)

Research Officers: Martha Fletcher, B.A., M.A.  
Elizabeth Gardiner, B.A., M.E.S.  
Richard Jennings, B.A.Sc., M.B.A., P.Eng.  
Merike Madisso, B.A., B.Ed., M.A., LL.B.  
Jerry Richmond, B.A., M.A. (Appointed 6 July 1980)  
Richard Theoret, B.A., 2 June - 29 August 1980  
(Contract)

Secretary: P. Macleod

Clerk/Stenographer: Nina Nix (Resigned 27 March 1981)

Press Clipping Service

Supervisor: Inara Androvics

Clerical Staff: Erica Bene  
George Britton, 16 February - 31 March 1981  
(Contract)  
Mary Bull  
Susan Hansen, B.Sc.  
Margaret Heslin  
Ellie Rodden  
Kate Simpson, B.E.S.

Checklist and Catalogue Service

Manager: Mance G. Carbery, B.A. (Resigned 4 December 1980)  
Linda L. Reid, B.A., B.L.S., M.L.S. (Appointed 30 March 1981)

Librarian: Eveline Marron, B.A., M.L.S.

Administrative Clerk: Pulver Zajfman

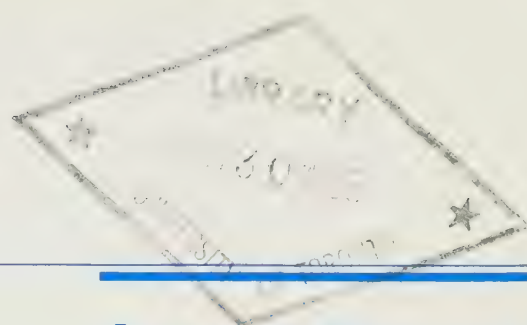
Acquisitions Technician: Jeanne Leroux (Appointed 5 January 1981)







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Legislative Library,  
Research and  
Information Services

Annual Report  
of the Director  
1981/82









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Legislative Library,  
Research and  
Information Services

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**Annual Report  
of the Director  
1981/82**

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**Toronto 1982**

Available from:  
Ontario Legislative Library,  
Research and Information Services

Cover illustration by W.I. Thomson. Reproduced from Robertson, John Ross. Landmarks of Toronto: A Collection of Historical Sketches of the Old Town of York from 1792 until 1833 and of Toronto from 1834 to 1914. Vol. 5, p. 571. Toronto: Robertson, 1908.

Photographs by Bob Gardner



Legislative Library,      Legislative  
Research and              Library  
Information Services      Service

Legislative Building  
Queen's Park  
Toronto, Ontario  
M7A 1A2  
(416) 965-5261

21 June 1982

The Honourable John M. Turner, M.P.P.,  
Speaker of the Legislative Assembly of Ontario,  
Legislative Building,  
Queen's Park,  
Toronto, Ontario.  
M7A 1A2.

Dear Mr. Speaker:

I have the honour to present the Annual Report of the  
Director of the Legislative Library, Research and Information  
Services for the year ended 31 March 1982.

This Report is submitted pursuant to Section 105 (a) of  
the Standing Orders of the Legislative Assembly dated August 1981.

Respectfully submitted,

A handwritten signature in cursive script that reads "R. Brian Land".

R. Brian Land,  
Director.





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Ontario Legislative Library,  
Research and Information Services

Senior Staff 1981/82

Director	R. Brian Land, B.A., M.A., B.L.S., M.L.S.
Executive Assistant	F. Diane Teeple, B.A., B.L.S., M.L.S., LL.B.
Executive Coordinator, Legislative Library Service	E. Patricia Hay, B.A., B.P.H.E., B.L.S., M.L.S.
Head, Collections Development	Joy Mauerhoff, B.A., B.L.S.
Head, Information and Reference Services	Mary E. Dickerson, B.A., B.L.S., M.L.S.
Head, Technical Services and Systems	Pamela Stoksik, B.A., B.L.S.
Chief, Legislative Research Service	Linda M. Grayson, B.A., M.A., Ph.D.
Manager, Press Clipping Service	Christine Landry, B.J.
Manager, Checklist and Catalogue Service	Linda L. Reid, B.A., B.L.S., M.L.S.

## Historical Note

The Ontario Legislative Library is the lineal descendent of the parliamentary libraries of Upper Canada (1792-1841) and of the United Province of Canada (1841-1867). Since Confederation, it has been administered successively by the Speaker (1867-1926), by the Minister of Education (1926-1964), by the Provincial Secretary (1964-1972), and by the Minister of Government Services (1972-1976). On 1 April 1976, the Legislative Library became a branch of the Office of the Legislative Assembly under the authority of the Speaker. On 1 September 1978, its name was changed to Legislative Library, Research and Information Services.

### Legislative Assembly of Ontario

#### Standing Order 105

August 1981

#### XVIII LIBRARY

Director's  
report

105.(a) The management of the Library, including regulation of admission, Library hours, and security and preservation of the collection, is the responsibility of the Director of Library Services, subject to such special orders as he may receive from the House, and the Director shall make an annual report to the House.

Catalogue

(b) A catalogue of the books belonging to the Library shall be kept and the reports thereon included in the Director's annual report.





## Introduction

The outstanding feature of the 1981/82 report year was the dramatic increase in use of the services of the Legislative Library, Research and Information Services. Heavy demands were made by Members and Committees on the Legislative Research Service while Information and Reference Service established new record highs for several of its services. In addition, the Press Clipping Service set new records for the third consecutive year. Other major events included the implementation of the automated support system for cataloguing, and moves by two sections, Technical Services and Systems and the Checklist and Catalogue Service, to new quarters at 180 Bloor Street West. Details of these and other developments are provided below.

## Organization and Staffing

An organization chart for the Legislative Library, Research and Information Services is provided in Appendix B and details of staff are given in Appendix J. As of 31 March 1982, the regular full-time staff complement totalled 69 as follows: Director's Office 4; Legislative Library Service Office 3; Collections Development 3; Information and Reference Services 18; Technical Services and Systems 16; Legislative Research Service 12; Press Clipping Service 9; and Checklist and Catalogue Service 4. In addition, during 1981/82 there were four unclassified contract staff; 18 part-time students and four temporary employees, for a grand total of 95.

## Legislative Library Service

Effective 1 October 1981, changes were implemented in the senior management structure of the Legislative Library Service which consists of three sections - Collections Development, Technical Services and Systems, and Information and Reference Services. The position of Chief of the Legislative Library Service was eliminated and a new position, Executive Coordinator of Legislative Library

Service, was created to assist the Director in planning and coordinating library services and in formulating appropriate administrative policies and procedures. The Executive Coordinator, E. Patricia Hay, is also responsible for administering the Legislative Library Service Office which provides support services such as typing and word processing for the Library Service sections. The Word Processor Operator, formerly a member of the staff of the Director's Office, was transferred to the Legislative Library Service Office on 1 December 1981, when a Wang Archiving Word Processing station was installed.

Changes in the reporting structure for the heads of the three sections comprising the Legislative Library Service also came into effect on 1 October 1981. Since that date, the section heads have reported direct to the Director rather than to the Chief of the Legislative Library Service as formerly. (See Appendix B).

### Collections Development

The function of the Collections Development section is to select books and other materials to meet the needs of Members and other users of the Legislative Library. This involves the regular monitoring of collection use, the modification of selection policies and the systematic withdrawal of items which are no longer required. The section was formally established in September 1979 and the recommendations made in the Spicer Report<sup>1</sup> have served as guidelines for its activities.

One of the observations made in the Spicer Report concerned the lack of French-language materials in the Legislative Library. Joy Mauerhoff, Head of Collections Development, reports several Ontario French-language newspapers and general periodicals as well as

<sup>1</sup>Erik J. Spicer, Zora Zink, and Anthony Wright. The Ontario Legislative Library: Present Problems and Future Potential. Ottawa: 1977. Published as Appendix B of the Final Report of the Select Committee on the Fourth and Fifth Reports of the Ontario Commission on the Legislature. Toronto: The Legislative Assembly of Ontario, 1977.

indexes to French journals and to the Canadian French-language press have been added. As reported last year, the Library has acquired the status of a bilingual full depository library so that all Government of Canada publications are now received in both official languages. Canadian treatises published in French dealing with the Library's primary subject interests are also being acquired.

The reference collection has been strengthened considerably by checking holdings against qualitative bibliographies and by systematic review to ensure the most recent edition of each title is available. The Library now acquires all reference materials from the United Nations and its family agencies (e.g., Food and Agricultural Organization, International Labour Organization, Unesco and the World Health Organization). Publications of other international organizations such as the Organization for Economic Cooperation and Development, the World Bank, the General Agreement on Tariffs and Trade, the European Economic Community, the Council of Europe, the Inter-Parliamentary Union, the International Centre for Parliamentary Documentation, and the International Atomic Energy Agency are now purchased regularly.

Systematic withdrawal of items no longer useful to the Library continued during the year and much of this material was distributed to other Canadian libraries. Although the total number of volumes in the book collection has decreased considerably because of the comprehensive weeding program, the aggressive acquisitions policy has resulted in an increase in the amount of current material in a variety of formats (books, periodicals, newspapers, reports, microforms, official publications, pamphlets, videotapes and films). The availability of more recently published material has contributed to the dramatic increase in circulation.

The Library has continued to benefit from donations to its collections and nearly 10,000 gifts were processed during 1981/82. Among the donors were Members of the Legislative Assembly, the research offices of the three political parties, the Cabinet Office, the libraries of several Ontario Ministries and the Saskatchewan Legislative



Library. Special acknowledgement is made of the gift of a fine multi-volume set of Canada and Its Provinces, by Adam Shortt and A.G. Doughty, presented by Mrs. Edward Dunlop in memory of her husband and his father, both of whom had been Members of the Ontario Legislature.

The Collections Development staff participated in the Eighteenth-Century Short Title Catalogue project during the Summer of 1981. This is an Anglo-American endeavour to list all eighteenth-century publications, particularly those published in the British Isles and British colonies in all languages, as well as English-language publications for that period published in other parts of the world. The Legislative Library discovered over 250 titles consisting of approximately 600 volumes which qualified for inclusion in the project.

#### Technical Services and Systems

The Technical Services and Systems section was obliged to move twice during the year because of reallocation of space within the Legislative Building. On 10 April 1981, the section moved from the fourth floor to Room B6 in the basement of the North Wing of the Legislative Building and, on 18 September, it moved to quarters on the fifth floor at 180 Bloor Street West contiguous to the Checklist and Catalogue Service. Since the Technical Services section is responsible for the acquisition and processing of all items added to the Library collection, twice-daily delivery service was established to move materials between the Legislative Building at Queen's Park and 180 Bloor Street West.

In June 1981, an Evaluation Committee consisting of the heads of Technical Services and Systems, Collections Development, and Information and Reference Services, recommended the choice of a vendor to supply the automated catalogue support system outlined in the Annual Report of the Director, 1980/81. Accordingly, contract negotiations began with Geac Canada Limited and were completed in September. Hardware installation was completed by the end



of December and delivery and installation of the software for cataloguing support was completed by mid-February when training for data input began. By the end of February 1981, "live" data entry had begun.

Pamela Stoksik, Head of Technical Services and Systems, reports that, in addition to installation and input and operations training, other activities associated with implementation of the automated catalogue support system involved training in new procedures for coding bibliographic records, establishing authorities for government departments within a CODOC-like shelving scheme and becoming familiar with the structure and use of the CODOC scheme.

In February 1982, discussions began with the Finance Office of the Legislative Assembly to develop a computerized commitments program for the Library's book budget. It is expected that this program will be operational by the end of June 1982, adding yet another automated aspect to the operations of Technical Services. The introduction of this program will enable the Library to exercise tighter fiscal control over the book budget, particularly the committed funds.

Work was completed during the year on the reclassification of the Library's law collection. The purpose of the project, most of which was completed as a special summer project, was to integrate the law collection, which previously had been maintained as a separate entity, into the main collection thereby facilitating access and use.

The number of orders placed for books and other materials declined by 10.4 per cent during 1981/82. This can be attributed largely to two factors: stabilization in the growth of the collection, and the decreased purchasing power of the Library's acquisition budget. The number of titles of books and serials catalogued showed an increase of 15.4 per cent over 1980/81 while the number of titles of government publications catalogued increased by 50.3 per cent. This latter increase is a direct result of implementation of the cataloguing module of the automated support system in late February 1982.

## Information and Reference Services

Information and Reference Services experienced a dramatic increase in demand for its service, attributable in part to a vigorous new Legislative Assembly elected 19 March 1981. Particularly noteworthy was the 72.9 per cent increase in circulation (see Table 1, p. 7), 75 per cent in interlibrary loans, 64.2 per cent in Current Data File usage, and 112 per cent in computer-based reference searches (see Table 2, p. 7). A 40.4 per cent increase in reference inquiries coincided with a significant rise in the number of complex requests which required considerably more time for staff to respond to satisfactorily (see Table 3, p. 8).

The new Legislature provided an ideal opportunity for the Library to acquaint Members, their staff and caucus research staff, with library services. Mary Dickerson, Head of Information and Reference Services, assisted in the planning of the New Members' Orientation Session on 15 and 16 April 1981 and presented an overview of the Information and Reference Services at one of the sessions. As well, members of the Information and Reference staff conducted orientation sessions for Members' assistants and caucus research staff in May, June and September. The Library also participated in the Legislative Assembly orientation program for new staff by providing tours of the Library throughout the year. The booklets Services to the Legislature and the revised edition of Researcher's Guide to the Legislature were widely distributed.

Information and Reference Services staff were heavily involved throughout the year in activities relating to the selection and implementation of the computer-assisted cataloguing support system. Computer terminals were installed at the reference desk in mid-March, and for the first time, reference staff had catalogue access to the large number of incoming government publications received in the Library.

In preparation for the new shelving scheme for government publications, the Stack Re-Organization Committee reviewed immediate and long-term requirements and undertook a major

Table 1

Information and Reference Services

Items Circulated

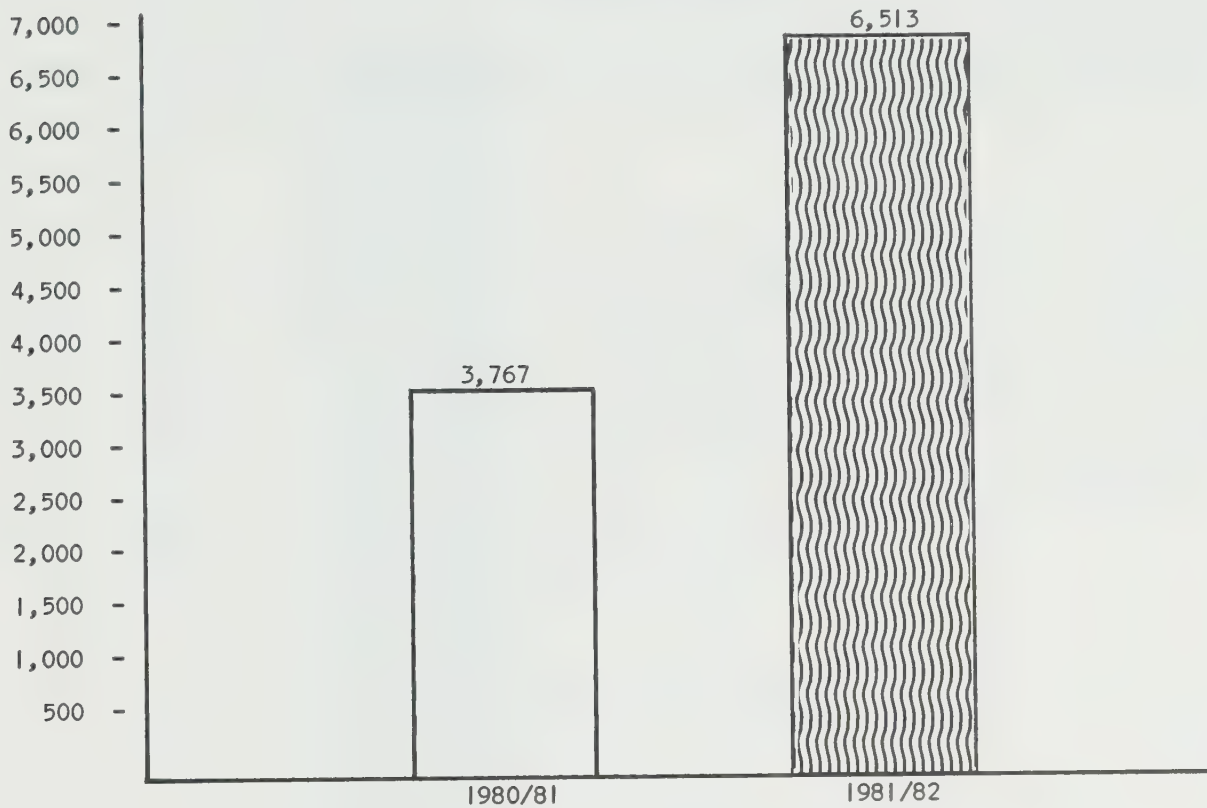


Table 2

Information and Reference Services

Computer Searches

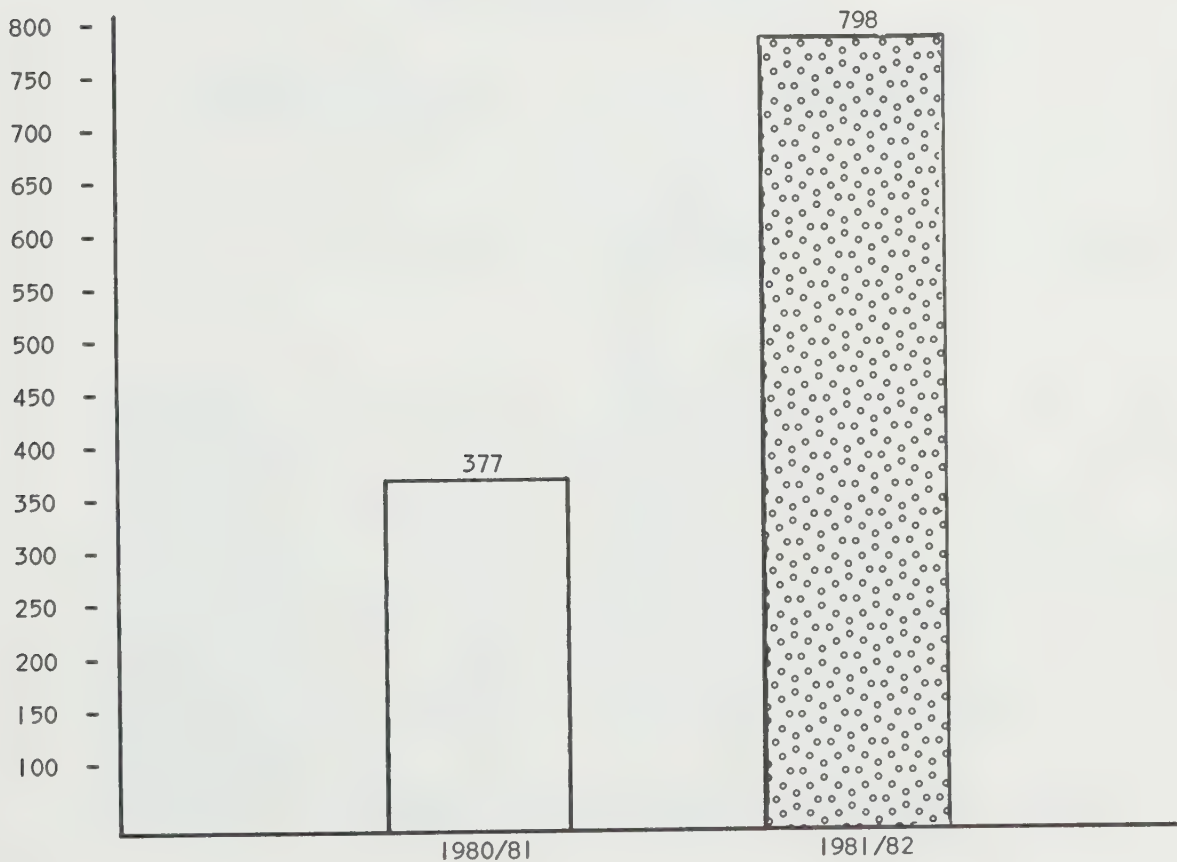


Table 3

Information and Reference Services

Reference Inquiries

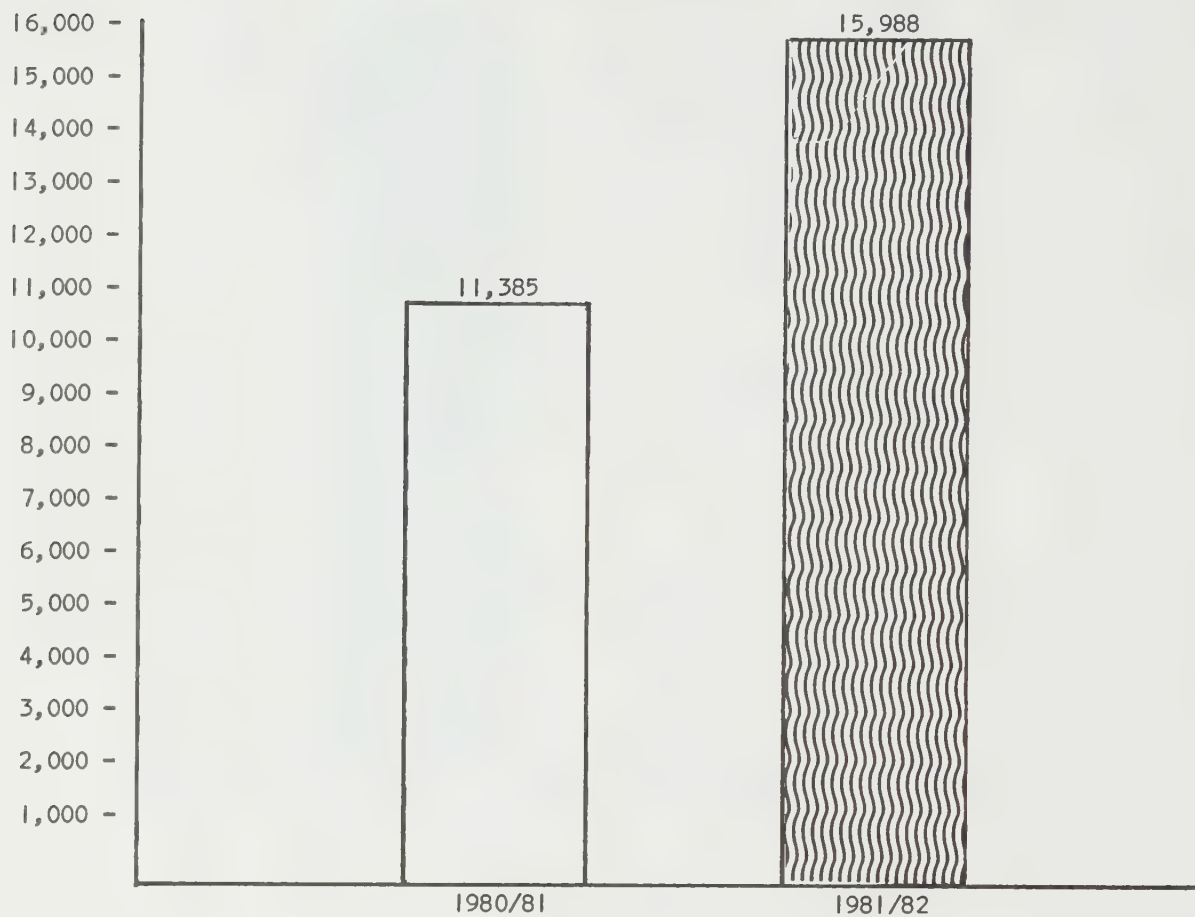
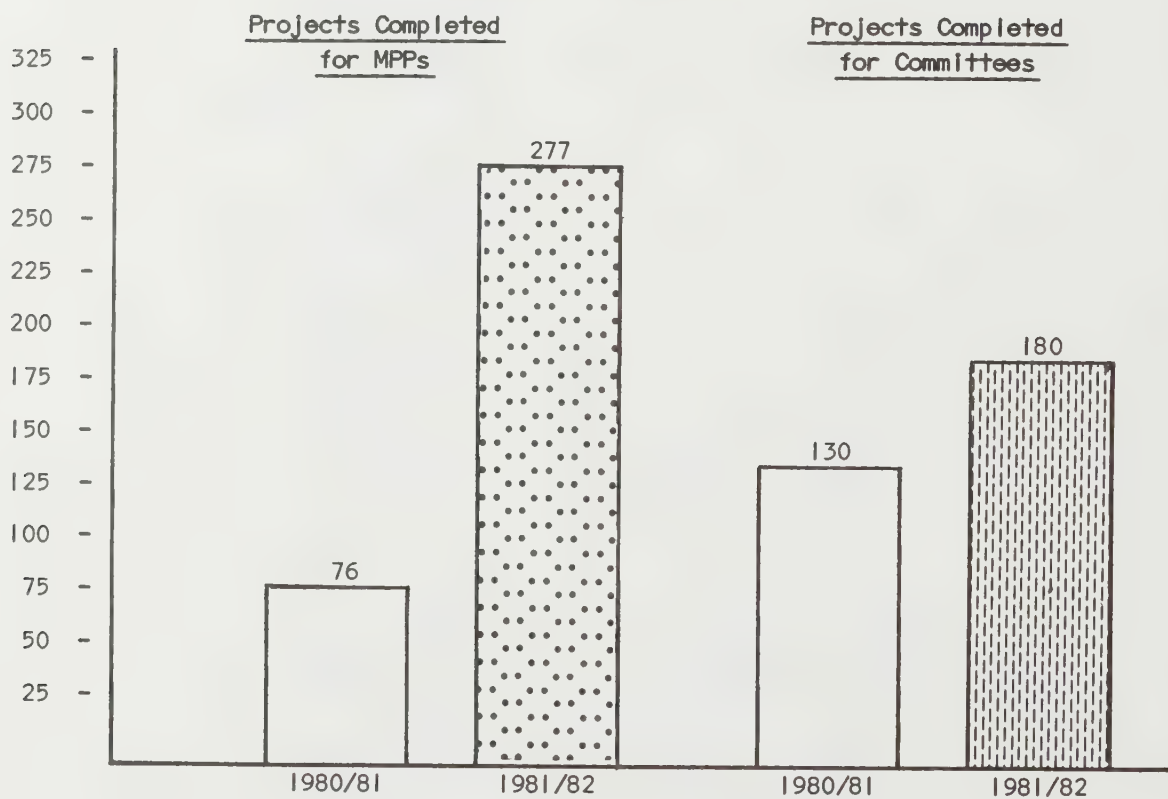


Table 4

Legislative Research Service





shifting of the collection. As part of this project, the legal collection was integrated with the reference and stack collections, and the Dewey collection was shifted to allow for expansion of the government publications collection. To provide additional shelving in the primary service area, undercounter shelving was installed around the perimeter of the stacks.

Staff members were also involved in several committees to review various collections. The Map Collections Committee reviewed library holdings and submitted recommendations for future collection development and collection maintenance. In cooperation with the Collections Development section, the United States government publications collection was reviewed and a large-scale weeding of out-of-date and unneeded materials was conducted.

The program for videotaping selected television programs, which has been operating for two years, was reviewed and guidelines for taping, retention and processing were established. The decision to list recently taped programs in issues of Periodical Selections has generated increased interest among Members and caucus staff. In addition to selected public affairs programs, the Library also taped the Ontario New Democratic Party and Liberal Party leadership conventions, the Royal Wedding and the Speech from the Throne.

Computer-based reference capability was expanded to include CAN/OLE, a Canadian scientific database available through the Canadian Institute for Scientific and Technical Information, and NEWSTEX, a database of all Canadian Press wire stories from January 1974 to date.

The continuing increase in the demand for interlibrary loan pickups, combined with the necessity of twice-daily delivery service between the Library and the Technical Services and Systems section at 180 Bloor Street West, resulted in the Library no longer being able to share services of a vehicle and driver with the Office of the Clerk. On 1 November 1981, a station wagon was transferred from the Office of the Chief Election Officer to the Legislative Library for its exclusive use.



Information sharing with other Canadian legislative libraries continued through distribution of the Status of Bills Report, issued weekly during the session, and through distribution of bibliographies and reference guides prepared by reference staff.

### Legislative Research Service

In May 1981, the Legislative Research Service moved from the fourth floor to the first floor of the North Wing of the Legislative Building. Despite the inevitable disruption occasioned by the move, work for Members continued without undue delays. Linda Grayson, Chief of the Legislative Research Service, reports that the new central location along a main corridor has been responsible, in part, for the record number of requests received. In all, 488 requests were processed during 1981/82 of which 277, or 56.8 per cent, originated with MPPs. Individual requests from Members increased by 264.5 per cent over the previous fiscal year (see Table 4, p. 8). On average, each research officer prepared a paper every three working days.

Committee support was provided to the Standing Committee on Members' Services (Alan Robinson, Chairman); the Standing Committee on Public Accounts (Patrick Reid, Chairman); the Standing Committee on Resources Development (Bill 7) (Michael Harris, Chairman); the Standing Committee on Social Development (Bill 175) (Yuri Shymko, Chairman); and the Select Committee on Pensions (James Taylor, Chairman). In each case, the role of the research officer involved some or all of the following tasks: identifying issues, collecting and organizing submissions, suggesting lines of questioning, preparing briefing papers, summarizing testimony and documents and assisting in the preparation of the committee's report.

At the request of the Committee Chairman, (Patrick Reid), the Director of the Legislative Library and the Chief of the Legislative Research Service presented a brief to the Standing Committee on Public Accounts on 19 November 1981. The purpose of the brief was to acquaint Members of the Committee with the nature and extent

of the services provided by the Legislative Research Service with particular reference to its role in serving committees.

The Research Service prepared a series of general reports on issues of current concern to MPPs. The response of Members was very enthusiastic. Approximately 90 per cent of all MPPs requested one or more of the twelve available papers for a total of 609 requests. The success of this new service suggests that Current Issue Papers meet a real need and, as a result, the series will become an ongoing part of our work for legislators.

### Press Clipping Service

The Press Clipping Service located at 700 Bay Street supplies, on request, copies of articles on a variety of topics of current interest appearing in sixteen selected Ontario daily newspapers and two Ontario financial weekly newspapers. Its client group consists of Members of the Legislature, their staff, caucus researchers and senior staff of the Office of the Assembly. For the third consecutive year, the Press Clipping Service distributed a record number of clippings (1,261,844) to 131 clients, a 36.4 per cent increase over 1980/81.

The postal strike during the summer of 1981 necessitated a change in the manner in which some of the newspapers have been acquired. During the strike, several newspapers normally received by mail were purchased instead through a Toronto distributor, a practice that has since been continued. By using a local distributor the newspapers can be acquired and processed more quickly.

Inara Androvics, who had been Supervisor of the Press Clipping Service since February 1977, resigned in October. On 25 January 1982, Christine Landry who holds a Bachelor of Journalism degree from Carleton University, was appointed Manager. Susan Hansen, a member of the Press Clipping staff since 1977, was appointed Assistant Manager. Effective 1 October 1981, the reporting structure was changed so that the Manager of the Press Clipping Service now reports

to the Head of Information and Reference Services instead of to the Director as formerly. This change will facilitate better coordination between the work of the Press Clipping Service and that of the Current Data File operated by Information and Reference Services.

### Checklist and Catalogue Service

The Checklist and Catalogue Service is responsible for the compilation and editing of three publications, the Monthly Checklist, the Annual Catalogue of Ontario Government Publications and the quarterly Catalogue des publications en français du gouvernement de l'Ontario. This section is also responsible for the assignment of International Standard Book Numbers for all Ontario government publications and for the Cataloguing in Publication pilot project.

On 18 September 1981, the Checklist and Catalogue Service moved from its cramped quarters at 880 Bay Street to the fifth floor at 180 Bloor Street West adjacent to the Technical Services and Systems section. Linda Reid, Manager of the Checklist and Catalogue Service, reports that the move to new quarters necessitated the establishment of new routines for obtaining publications from the Ministry of Government Services publications warehouse. Publications are now delivered from the publications warehouse three times a week instead of daily as before the move.

As indicated in the Annual Report of the Director, 1980/81, discussions have been held with the National Library of Canada to discuss participation by the Legislative Library in the Canadian Cataloguing-in-Publication (CIP) program as it relates to Ontario government publications. Branches of two ministries have agreed to participate in the CIP pilot project initiated by the Checklist and Catalogue Service. By the end of March, the Research Branch of the Ministry of Education has requested and received CIP data to print in three of its publications. This data will also be disseminated by the National Library through its data bases and monthly bibliography, Canadiana.



During the year, the Checklist and Catalogue Service and Technical Services and Systems examined with external consultants the feasibility of automating the production of the Monthly Checklist and two related publications. As a result of this examination, it was determined that it would be feasible to use the Geac minicomputer system for this purpose provided the necessary software program were developed. This project will be pursued in 1982/83.

Effective 1 April 1982, the Manager of the Checklist and Catalogue Service is to report to the Head of Technical Services and Systems rather than to the Director as formerly. The new reporting arrangement will ensure closer cooperation between the two sections, particularly as it relates to the extension of computer applications to the production of the checklist and catalogues.

### Staff Activities

Members of the staff of the Legislative Library continued to play an active part in the work of outside organizations. Brian Land, Director, is Vice-President of the Association of Parliamentary Librarians in Canada which will hold its biennial meeting in Toronto in the Fall of 1982. He participated as a panelist on "Freedom of Information" at the University of Toronto Faculty of Library Science on 6 April 1981; chaired a program session at the Conference on Bibliography for Canadian Studies sponsored by the Association for Canadian Studies in Halifax on 1 June 1981; participated in a panel on "Access to Government Information" at the Ontario Library Association annual conference 31 October 1981; chaired the keynote session of the Symposium on Information Technology and Society, University of Toronto, on 12 November 1981; delivered a paper on "Access to Government Information: Recent Canadian Developments" at the Government Information in the 80s Conference at the University of Toronto Faculty of Library Science on 19 November 1981; and addressed the Second Annual Government Documents and Information Conference in Arlington, Va., 27 March 1982 on "Freedom of

Information Legislation in Canada". He also continued as Chairman of the Resource Network Committee of the National Library Advisory Board, as a member of the Awards Committee of the Canadian Library Association, as a member of the Committee Planning the Pre-Conference Seminar on Library Buildings for the International Federation of Library Associations 1982, and as a member of the Resources Centre Committee of the Canadian Centre for Philanthropy.

Diane Teeple, Executive Assistant to the Director, was President of the Toronto Association of Law Librarians for 1981/82 and a member of the Copyright Committee of the Canadian Library Association. She addressed students of the Faculty of Library Science of the University of Toronto on "Copyright" on 22 March 1982. Mary Dickerson, Head of Information and Reference Services, spoke on "Ontario Parliamentary Papers" at a meeting of the Ontario Association for the Deaf, 7 November 1981. Donald Krueger, librarian, Information and Reference Services, was Secretary of the Canadian Association of Special Libraries and Information Services, 1981/82, and delivered a paper on "Microcomputers in Libraries: Issues and Applications" at the Canadian Library Association conference in Hamilton, 15 June 1981. Linda Reid, Manager, Checklist and Catalogue Service, spoke about the three serial publications compiled and edited by the Service at a meeting of the Government Publications Committee of the Ontario Library Association, 18 November 1981.

Staff members also continued to participate in the activities of the Ontario Government Librarians' Council. Linda Reid served as a member and, from December 1981, as a Director of the Council. Brian Land continued to serve as a Council member. Bob Gardner, librarian, Information and Reference Services, was Co-chairman of the Reference Services Group, and Susan Waintman, librarian, Information and Reference Services, was a member of the Continuing Education Committee.

Publications written or edited by staff members are listed in Appendix I.



## Visitors to the Library

Among those who visited the Legislative Library during 1981/82 were: T.O. Osibodu and G.A. Bakre of the Ministry of Justice, Abeokuta, Nigeria; Jacques Prémont, Director, Gerard Vleminckx, Assistant Director, and Jean Paul Roy, Administrative Officer, of the Bibliothèque de l'Assemblée nationale du Québec, Quebec City; Joyce Irvine, Legislative Librarian, and Helen Nation, Legislative Library of Manitoba, Winnipeg; Gaylen Duncan, Director, and Anne Foster, Canadian Law Information Council, Ottawa; Professor Samuel Rothstein, University of British Columbia School of Librarianship, Vancouver; Dr. Robert H. Blackburn, Chief Librarian, University of Toronto; Dr. Norman Horrocks, Director, School of Library Service, Dalhousie University, Halifax; Donald Meadows, Director, Metropolitan Toronto Library Board; Rev. William Brown, Coordinator of Library Services, Metropolitan Toronto Separate School Board; Rev. Erich Schultz, Chief Librarian, Wilfrid Laurier University, Waterloo; Lynn Matthews, Chief Librarian, Kitchener Public Library; and Dr. John McDonough, Director, Legislative Research Service, Alberta Legislature, Edmonton.

Students and staff of the Library Technician Program of Niagara College of Applied Arts and Technology, Welland, visited the Legislative Library on 18 March 1982 and were addressed by the Director and other members of the staff.

## Appreciation

During the year, three sections of the Legislative Library were obliged to move their working quarters, occasioning a variety of inconveniences and disruptions to the staff members involved. The Director is grateful to them for their patience, dedication and resourcefulness during a difficult period.

A special word of appreciation is due Joy R. Mauerhoff, Head of Collections Development, who resigned from staff of the Legislative

Library shortly after the end of the 1981/82 fiscal year. During Mrs. Mauerhoff's tenure, a major build-up of the collection was initiated and a massive weeding program undertaken. The Director would like to record his gratitude to her for a major contribution to the improvement of the Library's collection.

Special thanks are also due to Inara Androvics who resigned as Supervisor of the Press Clipping Service in October 1981 after more than four and a half years' service. During her period as Supervisor, the number of clippings distributed more than doubled without an increase in staff complement, a tribute to the dedication displayed by her and her colleagues in the Press Clipping Service.

The Director would also like to express appreciation to the Speaker of the Legislative Assembly, the Hon. John M. Turner, to the Members of the Board of the Internal Economy, and to the senior officers of the Office of the Assembly for their confidence and support of the work of the Legislative Library.

R. Brian Land,  
Director.



The Press Clipping Service, located at 700 Bay Street, distributed over a million clippings to Members and staff, setting a record for the third consecutive year. Manager of the Service is Christine Landry (standing).

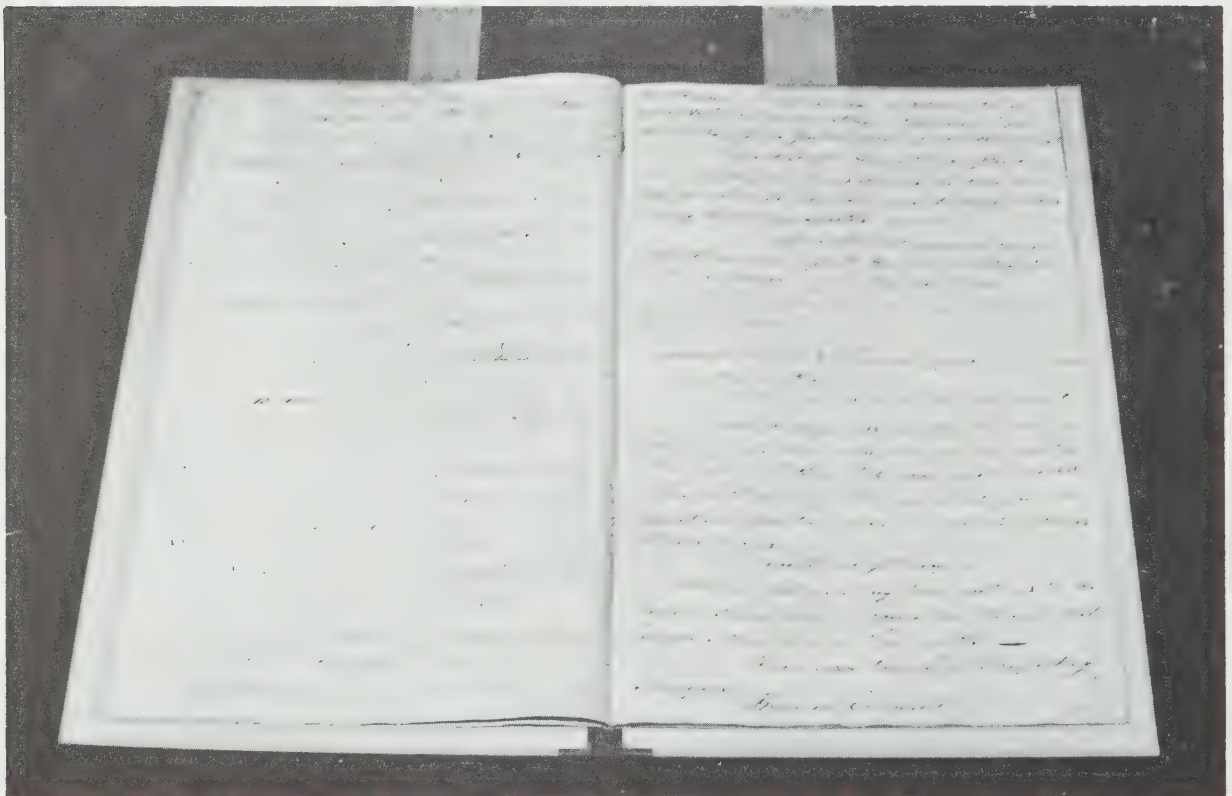


The Legislative Research Service had a record year, conducting 277 projects for MPPs and 180 projects for Committees. Pictured (left to right) are research officers Charmaine Berry and Jim O'Mara with Linda Grayson, Chief.





A Geac minicomputer system was installed to provide automated support for cataloguing. Pictured here are Pamela Stoksik, Head of Technical Services and Systems and Linda Reid, (seated) Manager of the Checklist and Catalogue Service.



The Legislative Library's manuscript Journal of the First Session of the First Parliament of Upper Canada (1792) was displayed at Niagara-on-the-Lake, site of the first Parliament, to publicize the town's bicentennial celebrations.



The Legislative Library regularly produces six serial publications for distribution to Members. Pictured are Pat Hay, Executive Coordinator, Legislative Library Service (standing) with Denise Debney, Word Processor Operator.

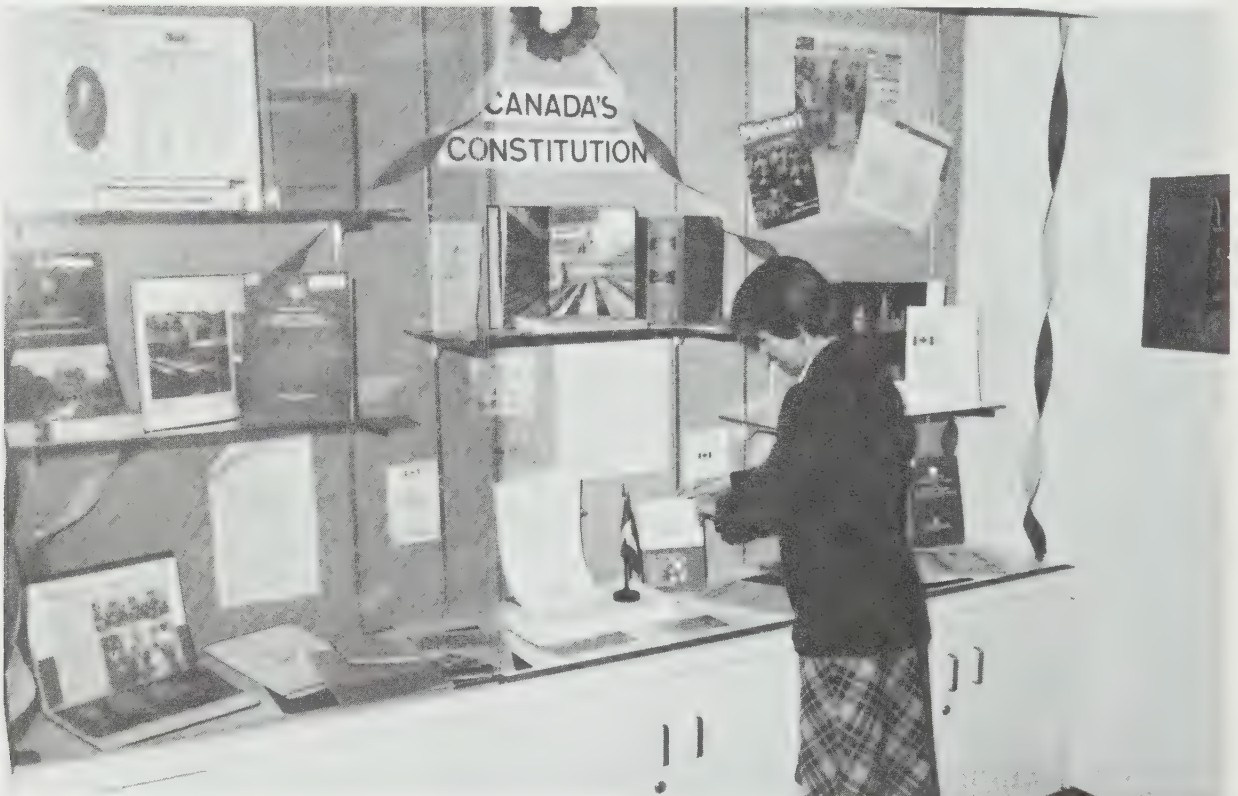


Information and Reference Services experienced dramatic increases in reference inquiries, computer-based searches, and circulation. Shown here are (left to right) are Debra Forman, Susanne Hynes and Natalie Litwin.





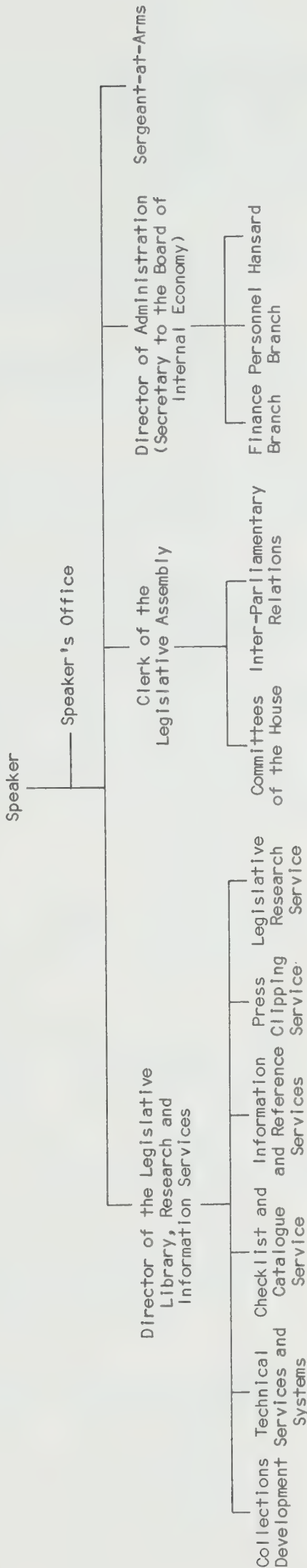
The Checklist and Catalogue Service is responsible for compiling and editing the Ontario Government Publications Monthly Checklist. Pictured are Carolyn Barnes, librarian, (standing) and Donna Stellar, Acquisitions Technician.



The Collections Development staff mounted several displays during the year including one on Canada's Constitution. Shown here is Donna Burton, librarian, Collections Development section.

Appendix A

Organization Chart:  
Administrative Structure  
Ontario Legislative Assembly



**Note:** The Provincial Auditor, Ombudsman/Ontario and the Commission on Election Contributions and Expenses and the Office of the Chief Election Officer report to the Speaker and, for the purpose of financial control, funds and staff complements are approved by the Board of Internal Economy.<sup>1</sup>

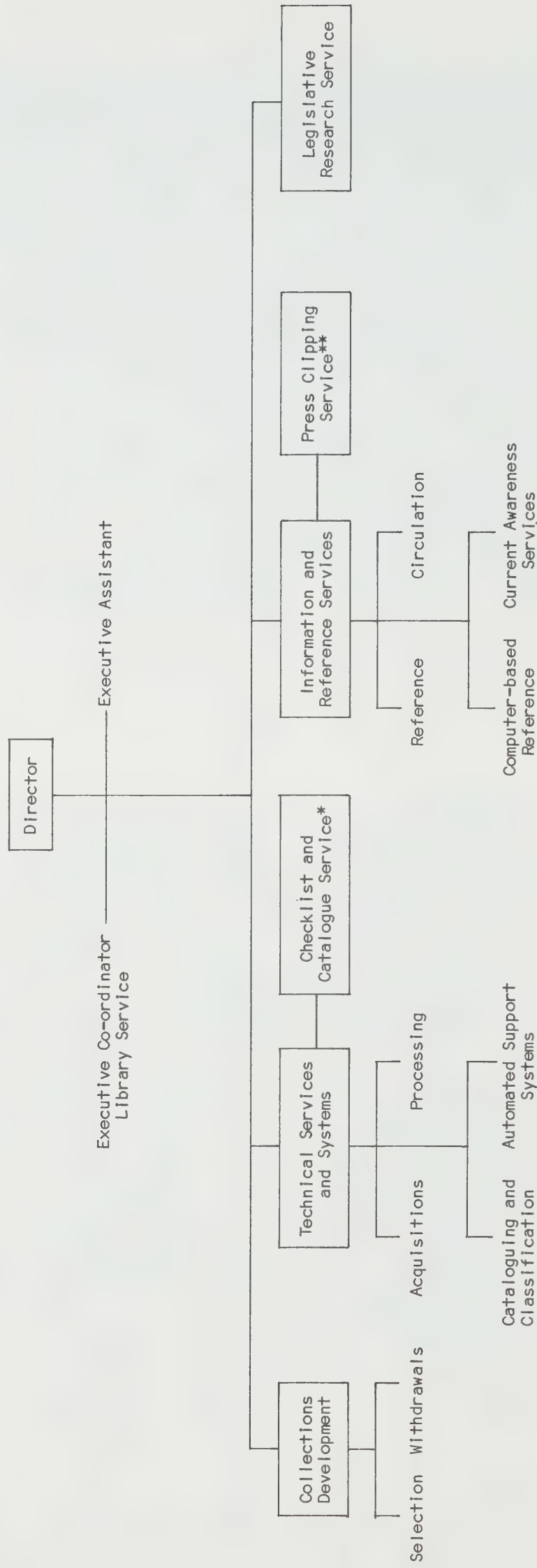
**Note:** The Clerk of the Legislative Assembly is the Chief Permanent Officer of the House, reporting to the Speaker. The Director of Administration, the Director of the Legislative Library, Research and Information Services and the Serjeant-at-Arms also report to the Speaker.<sup>2</sup>

<sup>1</sup>SOURCE: Manual of Administration. Toronto: Office of the Assembly, 1981. p. 1-2-1.

<sup>2</sup>SOURCE: Allowances and Services; A Guide for Members of the Ontario Legislature. Toronto: Office of the Assembly, 1981. p. 111.

Appendix B

Organization Chart:  
Administrative Structure  
Ontario Legislative Library,  
Research and Information Services



\* Effective 1 April 1982, the Manager of the Checklist and Catalogue Service is to report to the Head of Technical Services and Systems.

\*\* Since 1 October 1981, the Manager of the Press Clipping Service has reported to the Head of Information and Reference Services.



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Appendix C

Notable Acquisitions

Academic American Encyclopedia. Rev. ed. Princeton, N.J.: Arete Publishing, 1981. 21 vols.

Alberta. Alberta Gazette [1958-1969]. New York: New York Public Library, 1960-1971. (microfilm)

Bishop, Olga Bernice. Canadian Official Publications. Oxford: Pergamon Press, 1981. (Guides to Official Publications: v. 9)

British Columbia. British Columbia Gazette [1863-1970]. New York: New York Public Library, 1968-1972. (microfilm)

Brussels. Université libre. Food Law Research Centre. Food Additives Tables. Compiled by Food Law Research Centre, Institute of European Studies, University of Brussels. Amsterdam: Elsevier Scientific Pub. Co., 1980-.

Canada. Office of the Chief Electoral Officer. Report of the Chief Electoral Officer: [1841-1974]. Toronto, Micromedia [1980?]. (microfiche)

Canada Systems Group. [Community Fact Sheet]. [s.l.]: Canada Systems Group, 1981-.

Canadian Energy Trends. Willowdale, Ontario: Canadian Enerdata. v. 1, 1981-.

Canadian Housing: Monthly Analysis. Scarborough, Ontario: Clayton Research Associates, 1981-.

Canadian Social Action Documents, 1976-1977. Toronto: Micromedia [1978?]. (microfiche)

Day, Alan J. Political Parties of the World. Compiled and edited by Alan J. Day and Henry W. Degenhardt. Detroit: Gale Research Co., 1980.

Directory of Industry Data Sources: The United States of America and Canada. Edited by William A. Benjamin. Cambridge, Mass.: Harfax, 1981-.

Dunning, John H. World Directory of Multinational Enterprises, by John Dunning and John Stepford. New York: Facts on File [1980].

Economist Intelligence Unit (London). The World Economy in the 1980's. London: Economist Intelligence Unit, 1981.

The Employment Law Report. Toronto: Concord Publishing, v. 1, 1980-.

Encyclopedia of Music in Canada. Edited by Helmut Kallman, Gilles Potvin, and Kenneth Winters. Toronto: University of Toronto Press, 1981.

Energy in a Finite World: A Global Energy Systems Analysis: Report, by the Energy Systems Program Group of the International Institute for Applied Systems Analysis. Cambridge, Mass.: Ballinger Pub. Co., 1980.

Freedom of Information: Canadian Perspectives. Edited by John D. McCamus. Scarborough, Ontario: Butterworths, 1981.

Goulson, Carolyn Floyd. A Source Book of Royal Commissions and Other Major Governmental Inquiries in Canadian Education 1787-1978. Toronto: University of Toronto Press, 1981.

Guide to Canadian Manufacturers. Toronto: Dun & Bradstreet Canada, 1981-.

Handbook of Grants and Subsidies of the Federal and Provincial Governments. Montreal: S.T.M., 1981-.

Handbook of Toxic & Hazardous Chemicals. Edited by Marshall Sittig. Park Ridge, N.J.: Noyes Data Corporation, 1981.



Harvard Encyclopedia of American Ethnic Groups. Edited by Stephen Thernstrom, Ann Orlov and Oscar Handlin. Cambridge, Mass.: Belknap Press of Harvard University, 1981.

Insider: [Corporate Information Service]. [Toronto]: Micromedia Ltd. 1981-. (microfiche)

Kurian, George Thomas. Encyclopedia of the Third World. New York: Facts on File Inc., 1981. 3 vols.

Manitoba. Manitoba Gazette [1957-1969]. New York: New York Public Library, 1959-1970. (microfilm)

National Museum of Manitoba. Mercury Series, 1972-1977. Toronto: Micromedia, [1981?]. (microfiche)

New Brunswick. Royal Gazette [1957-1968]. New York: New York Public Library, 1960-1970. (microfilm)

Newfoundland. Newfoundland Gazette [1955-1968]. New York: New York Public Library, [1960-1969?]. (microfilm)

Nova Scotia. Royal Gazette [1949-1968]. New York: New York Public Library, 1953-1969. (microfilm)

Nuclear Waste News. Silver Spring, Md.: Business Publishers, v. 1, 1981-.

Official Handbook of the European Parliament. Prepared by the Secretariat. [Rome]: European Parliament, 1980-.

Prince Edward Island. Royal Gazette [1957-1968]. New York: New York Public Library, [1961-1969?]. (microfilm)

Principal International Businesses. New York: Dun & Bradstreet, 1981-.

Pulp & Paper North American Industry Factbook, 1980-81. Compiled and edited by Kenneth E. Lowe, Williard E. Miles, and Stephanie Pollitzer. San Francisco, California: Miller Freeman Pub., 1980.

Québec (Province). Assemblée Nationale. Documents de la session, 1936-1977. Ste. Foy, Québec: Service de Microfilm du Québec, [1980?]. (microfilm)

Québec (Province). Bibliothèque de la législature. [Complete Catalogue and Addendum]. Ste. Foy, Québec: Service de Microfilm du Québec, [1979?]. (microfilm)

Québec (Province). Gazette officielle de Québec [1953-1969]. New York: New York Public Library, 1957-1970. (microfilm)

Toxic Materials News. Silver Spring, Md.: Business Publishers, v. 8, no. 19, May 13, 1981-.

United States. Congress. Research Service. Major Studies and Issue Briefs of the Congressional Research Service, 1979-80. Washington, D.C.: University Publications of America, 1980.

Ward's Automotive Reports. Detroit: Ward's Communications Inc., v. 56, 1981-.

Worldwide Government Directory. Edited by Diane E. Hrabak. Washington, D.C.: Lambert Publications Inc., 1981.

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Appendix D

Estimates and Expenditures  
(\$000s)

	Fiscal Year <u>1980/81</u>	Fiscal Year <u>1981/82</u>
<u>Estimates</u>		
Salaries and Wages	\$1,113.9	\$1,355.0
Employee Benefits	196.6	218.0
Transportation and Communications	28.5	24.3
Services	89.9	278.7
Supplies and Equipment	279.2	482.2
Recoveries	<u>(3.0)</u>	<u>(2.0)</u>
TOTAL	<u>\$1,705.1</u>	<u>\$2,356.2</u>
<u>Expenditures</u>		
Salaries and Wages	\$1,064.7	\$1,386.7
Employee Benefits	153.7	183.8
Transportation and Communications	17.6	17.4
Services	76.9	236.4
Supplies and Equipment	346.1	517.3
Recoveries	<u>(1.6)</u>	<u>(2.2)</u>
TOTAL	<u>\$1,657.4</u>	<u>\$2,339.4</u>

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Appendix E

Legislative Library Service:  
Statistical Summary

	<u>31 March 1981</u>	<u>31 March 1982</u>	<u>Percentage Change</u>
Collections			
<u>Library Holdings</u>			
Volumes			
Monographs	78,101	76,468	(2.1)%
Government Publications	n/a	n/a	---
Periodicals (bound)	10	0,267	(0.02)
Newspapers (bound)	882	747	(15.3)
Current Data File			
Files	1,589	1,707	7.4 %
Microforms			
Microfiche (sheets)	304,168	346,132	13.8 %
Microfilm (reels)	5,232	5,996	14.6
Audio-visual materials			
Videotapes (cassettes)	88	110	25.0 %
Other (sound cassettes)	28	29	3.6
Maps	1,364	1,512	10.9 %
<u>Serials Currently Received</u>			
Periodicals (titles, including microforms)	597	702	17.6 %
Newspapers (titles, including microforms)	285	293	3.2
Other serials (titles)	975	1,137	16.6
<u>Bibliographic searches (titles)</u>	5,257*	8,631**	64.2 %
<u>Gifts processed (volumes)</u>	3,181*	9,998**	214.3 %

\* Fiscal year 1980/81.

\*\* Fiscal year 1981/82.

	<u>Fiscal Year 1980/81</u>	<u>Fiscal Year 1981/82</u>	<u>Percentage Change</u>
<b>Technical Services</b>			
<u>Acquisitions</u>			
Orders placed	3,172	2,841	(10.4) %
Items received:			
Books (volumes)	3,481	3,991	14.6
Serials (titles)	374	295	(21.1)
Newspapers (titles)	9	9	0
Government publications (items, excluding microforms)	63,738	62,190	(2.4)
Microfiche (sheets)	86,238	41,964	(51.3)
Microfilm (reels)	418	764	82.8
Videotapes (cassettes)	3	22	633.3
Other - Maps	20	148	640.0
- Sound cassettes	13	1	(92.3)
<u>Withdrawals</u>			
Monographs (volumes)	14,488	5,624	(61.2) %
Serials (volumes)	331	1,180	256.5
Other - Maps	1	0	---
- Microfilm (reels)	1	0	---
- Government Publications (U.S.)	0	21,614	---
<u>Cataloguing</u>			
Items catalogued			
Books and Serials (titles)	2,362	2,725	15.4 %
Books (volumes)	2,197	2,884	31.3
Government Publications (titles)	590	887	50.3
Government Publications (volumes)	1,996	2,386	19.5
Microfiche (titles)	30	47	56.7
Catalogue cards filed	28,281	47,771	68.9
<u>Binding</u>			
Items bound (volumes)	1,096	1,396	27.4 %
In-library processing (volumes)	1,099	1,253	14.0



	<u>Fiscal Year 1980/81</u>	<u>Fiscal Year 1981/82</u>	<u>Percentage Change</u>
<b>Information and Reference Services</b>			
<u>Circulation</u>			
Loans:			
Monographs	2,247	2,591	15.3 %
Government Publications	1,297	3,572	175.4
Newspapers	158	215	36.1
Periodicals*	19	1	(94.7)
Videotapes	1	1	0
Other - Current Data File	45	133	195.6
Total	3,767**	6,513	72.9
Interlibrary Loans			
Borrowed - volumes	196	288	16.3 %
- photocopies (items)	183	537	193.4
Loaned - volumes	362	586	61.9
- photocopies (items)	102	126	23.5
Total Items (excludes unfilled requests)	843	1,477	75.2
<u>In-Library Use</u>			
Monographs	10,921	27,434	151.2 %
Government Publications	40,521	57,032	40.7
Current Data Files Consulted	1,909	3,135	64.2
Microforms			
Microfiche (sheets)	129	213	65.1
Microfilm (reels)	839	1,028	22.5
Videotapes	4	14	250.0
Periodicals	1,320***	8,274	---

\* Circulation restricted.

\*\* Circulation restricted 23 June - 15 October 1980.

\*\*\* February - March 1981 statistics only.

	<u>Fiscal Year 1980/81</u>	<u>Fiscal Year 1981/82</u>	<u>Percentage Change</u>
<b>Information and Reference Services</b>			
<u>Articles supplied by photocopy</u>			
Periodical Contents*			
Articles requested	3,131	2,958	(5.5) %
Pages photocopied	21,917	20,709	(5.5)
Periodical Selections**			
Articles requested	380	837	120.3
Pages photocopied	3,582	7,515	109.8
<u>Reference</u>			
Inquiries	11,385	15,988	40.4 %
Computer searches	377	798	111.7
Bibliographies compiled	9	40	344.4
Current awareness services (issues)			
Periodical Contents	29	35	20.7
Periodical Selections	6***	8	33.3
Selected New Titles	8	12	50.0
Courier Service (trips)	655	1,547	136.2 %
Library Tours (groups)	12	24	100.0 %

\* Not issued from 21 June 1980 - 3 October 1980.

\*\* Not issued during July, August, September and December 1980 and February, March 1981 due to renovations and staff shortages.

\*\*\* Revised.

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Appendix F

Legislative Research Service:  
Statistical Summary

	<u>Fiscal Year 1980/81</u>	<u>Fiscal Year 1981/82</u>	<u>Percentage Change</u>
<u>Projects Completed by Source of request:</u>			
			5 %
Senior Assembly Officials	*	180	38.5
Other	18	21	16.6
	<u>8</u>	<u>10</u>	<u>25.0</u>
TOTAL	232*	488	110.3

\* Estimated

Projects Completed by Subject:

Economics	---	85	---
Environment	---	12	---
History	---	10	---
Interdisciplinary	---	5	---
Legal	---	79	---
Political Affairs	---	185	---
Science and Technology	---	12	---
Social Affairs	---	82	---
Transportation and Communications	<u>---</u>	<u>18</u>	<u>---</u>
TOTAL	232*	488	110.3 %

\* Estimated

<u>Requests for Current Issue Papers:</u>	n/a	609	---
---	-----	-----	-----

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Appendix G

Press Clipping Service:  
Statistical Summary

	<u>Fiscal Year 1980/81</u>	<u>Fiscal Year 1981/82</u>	<u>Percentage Change</u>
Number of Clippings	925,071	1,261,844	36.4 %
Number of Clients (31 March)	104	131	26.0

Appendix H

Checklist and Catalogue Service:  
Statistical Summary

	<u>Fiscal Year 1980/81</u>	<u>Fiscal Year 1981/82</u>	<u>Percentage Change</u>
Items Catalogued	3,006	2,808	(6.6) %
Items Listed in Monthly Checklist	2,101	2,217	5.5
Depository Items	1,124	1,172	4.3
Items Received from Publications Warehouse	1,702	1,657	(2.6)
Items received from Other Sources	399	560	40.4
Reprints	149	98	(34.2)
Microfiche Items	234	227	(3.0)
Education Research Reports (ONTERIS Program)	166	82	(50.6)
Cataloguing in Publication (CIP)	0	3	---

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Appendix I

Publications

1. Current Issue Papers

Fletcher, Martha. Communications and Regulations: The Implications for Ontario. Current Issue Paper, no. 3. April 1981.

Gardiner, Elizabeth. Acid Rain in Ontario. Current Issue Paper, no. 1. April 1981.

------. Dioxin: The Implications for Ontario. Current Issue Paper, no. 9. September 1981.

------. The Plight of Ontario's Sport Fishery. Current Issue Paper, no. 12. November 1981.

Grayson, Linda. Mandatory Retirement: An Assessment. Current Issue Paper, no. 4. April 1981.

Jennings, Richard. A Summary of the Report of the Royal Commission on the Status of Pensions in Ontario. Current Issue Paper, no. 6. June 1981.

------. The Historical Development of the 1981 Oil Pricing Agreement. Current Issue Paper, no. 10. September 1981.

------. Oil Prices: The Impact on Supply and Demand. Current Issue Paper, no. 11. September 1981.

Madisso, Merike. The Ontario Mental Health Act, 1978. Current Issue Paper, no. 5. April 1981.

O'Mara, James. The Microelectronic Revolution and Women's Employment in Ontario. Current Issue P



O'Mara, James. Fiscal Arrangements and Ontario. Current Issue Paper, no. 8. September 1981.

Richmond, Jerry. The Automobile Industry in the 1980's: An Ontario Perspective. Current Issue Paper, no. 2. April 1981.

## 2. Bibliographies and Reading Lists

Faulkner, Mary, comp. Discrimination in Insurance: Selected Bibliography, 1977-1981. September 1981.

-----, Dresden, Ontario: Selected Bibliography. January 1982. 1 p.

-----, Liquor Control Board of Ontario/Liquor Licence Board of Ontario: Management, Control, Responsibilities: Selected Bibliography. February 1982. 1 p.

-----, The Party Whip: Selected Bibliography. January 1982. 1 p.

-----, Pros and Cons: The Use of pesticides in Canadian Agriculture and Forest Management: Selected Bibliography. June 1981. 2 p.

-----, Sport Fishing in Ontario: Selected Bibliography. October 1981. 5 p.

Krueger, Donald R., comp. Acid Rain. February 1982. 9 p.

-----, Cogeneration. October 1981. 2 p.

-----, Constitutional Reform. October 1981. 6 p.

-----, Correctional Services. May 1981. 1 p.

-----, The Cultural Context of Quebec in Canada. October 1981. 6 p.

- Krueger, Donald R., comp. The Economic Context of Quebec in Canada. September 1981. 4 p.
- , Electoral Reform. Revised June 1981. 6 p.
- , Federal-Provincial and Intergovernmental Relations. October 1981. 3 p.
- , Federal-Provincial Fiscal Relations. September 1981. 3 p.
- , Federalism. October 1981. 4 p.
- , Group Homes. September 1981. 2 p.
- , Neo-Conservatism/The New Right. September 1981. 2 p.
- , Ontario Industrial Strategies, 1966-1981: a Bibliography of Provincial Studies and Related Materials. January 1982. 11 p.
- , Pesticides and the Environment. November 1981. 3 p.
- , Quebec and Canadian Unity. October 1981. 6 p.
- , Quebec Politics and Government. August 1981. 5 p.
- , Quebec Politics in Historical Perspective. August 1981. 12 p.
- , Quebec Politics in Historical and Cultural Perspective: A Selected Bibliography. Public Administration Series: Bibliography, p. 848. Monticello, Ill.: Vance Bibliographies, 1981. 77 p.
- , The Quebec Referendum and Sovereignty-Association. July 1981. 5 p.

Krueger, Donald R., comp. Quebec Separatism. July 1981. 5 p.

-----, The Right to Strike in the Public Sector. January 1982. 2 p.

-----, Urban Growth. February 1982. 2 p.

Krueger, Donald R., and Hynes, Susanne, comps. Accountability and Control of Crown Corporations. February 1982. 7 p.

### 3. Checklists and Indexes

Krueger, Donald R. Guide to Canadian Ministers Since 1968. April, 1981. Revised September 1981. 16 p.

-----, List of Federal-Provincial and Interprovincial Conferences (1887-1981). July 1981. Revised August 1981. 5 p.

### 4. Serials

Annual Report of the Director, Legislative Library, Research and Information Services, 1980/81. Toronto: 1981.

Memo to Members, no. 5, May 1981 - no. 7, March 1982. 3 issues.

Periodical Contents, no. 55, 24 April 1981 - no. 89, 26 March 1982. 35 issues.

Periodical Selections, vol. 2, no. 6, April 1981 - vol. 2, no. 7, May 1981; vol. 3, no. 3, June 1981 - vol. 3, no. 8, March 1982. 8 issues.

Selected New Titles, vol. 2, no. 10, March/April 1981; vol. 3, no. 1, May 1981 - vol. 3, no. 11, March 1982. 12 issues.

Status of Bills, 13 October - 18 December 1981; 9 March - 31 March 1982. 13 issues.

Ontario Government Publications Monthly Checklist of Titles Received. Vol. 11, no. 1 (Jan. 1981) - v. 11, no. 12 (Dec. 1981). Toronto: Ministry of Government Services. Compiled and edited by the Checklist and Catalogue Service of the Legislative Library, Research and Information Services.

Catalogue des publications en français du gouvernement de l'Ontario. Vol. 3, no. 1 (mars 1981) - vol. 3, no. 4 (dec. 1981). Toronto: le ministère des Services gouvernementaux. Compilé et rédigé par le Service de compilation et de catalogage des Services de bibliothèque, de recherche et d'information.

Ontario Government Publications Annual Catalogue 1980. Toronto: Ministry of Government Services, c1981. 219 pp. Compiled and edited by the Checklist and Catalogue Service of the Legislative Library, Research and Information Services.

5. Presentations to Committees

Land, R. Brian and Grayson, Linda M. Research Service to the Legislative Assembly of Ontario: A Brief Submitted to the Standing Committee on Public Accounts. 19 November 1980. (Typewritten)

6. Other Publications

Grayson, Linda. "Serving Ontario Committees: The Case for Library Research Staff." Canadian Parliamentary Review 4 (Summer 1981): 23-24.

Krueger, Donald R. "Issues and Applications of Microcomputers for Libraries." Canadian Library Journal 38 (October 1981) : 281-285.

Krueger, Donald R. "Microcomputers in Libraries: Issues and Applications." Paper presented at CASLIS/CACUL contributed papers session, 36th annual conference of the Canadian Library Association, Hamilton, Ontario, 15 June 1981.

-----, Contributor. "Bibliography of Professionalism." National Librarian: The NLA Newsletter 6 (August 1981): 16.

Land, Brian. Directory of Associations in Canada. 4th ed. Toronto: Micromedia Limited, 1982.

-----, "Canadian Correspondents Report." The ALA Yearbook; A Review of Library Events, 1980. Chicago: American Library Association, 1981. pp. 310-16.

-----, Review of Parliamentary Librarianship in the English-speaking World, by Philip Laundy. Government Publications Review 8A (1981): 444-45.

-----, Review of Unelected Representatives: Congressional Staff and the Future of Representative Government, by Michael J. Malbin. Canadian Parliamentary Review 4 (Autumn 1981): 33.

-----, Review of Encyclopedia of Business Information Sources. 4th ed. Canadian Library Journal 38 (April 1981): 112.

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Annual Report, 1981/82

Appendix J

Staff Roster\*  
(1 April 1981 - 31 March 1982)

Director's Office

Director:	R. Brian Land, B.A., M.A., B.L.S., M.L.S.
Executive Assistant to the Director:	F. Diane Teeple, B.A., B.L.S., M.L.S., LL.B.
Secretary to the Director:	Joan Shields
Accounts Clerk:	Sumi Johnson

Legislative Library Service

Executive Coordinator:	E. Patricia Hay, B.A., B.P.H.E., B.L.S., M.L.S. (Appointed 1 October 1981)
Clerical Assistant:	Una Bruce
Word Processing Operator:	Denise M. Debney (Transferred from Director's Office, 1 December 1981)
Clerk/Typist:	Edith Henderson (Part-time; contract)

Collections Development

Head:	Joy Mauerhoff, B.A., B.L.S.
Librarian:	Donna Burton, B.A., M.L.S. (Appointed 1 April 1981)
Technicians:	Mary Jane Park, B.A., 4 January - 31 March 1982 (Contract)
	Deborah Salisbury, B.A. (Transferred from Technical Services, 1 February 1982)
Student Assistants:	Karen Bell 11 May - 28 August 1981
	Anne Gallagher 8 May - 28 August 1981
	Eleanor Smouter 11 May - 28 August 1981

\* Excludes G.O. Temporary Staff.

Information and Reference

Head:	Mary E. Dickerson, B.A., B.L.S., M.L.S.
Librarians:	Eleanor Barnes, B.A., B.L.S.
	Mary Faulkner, B.A., M.S.
	Robert Gardner, B.A., M.L.S.
	Susanne Hynes, B.A., M.L.S. 13 May 1981 - 31 March 1982 (Part-time; contract)
	Donald Krueger, B.A., M.L.S.
	Susan Waintman, B.A., M.L.S.
Technicians and Other Support Staff:	Rosamond Austin, B.A., Reference Assistant
	Alastair Boyd, Mus. B., M. Mus. Information and Reference Clerk (Appointed 4 January 1982)
	Estelita Chan, B.A., Periodicals Technician
	Mary Jane Culbert, Current Data File Assistant (Resigned 26 June 1981)
	Margherita DiConza, General Clerk/Cleaner
	Marian Hourd, Senior Circulation Technician
	Natalie Litwin, B.A., Reference Assistant (Transferred from Collections Development 1 January 1982)
	Tamara Mann, Periodicals Technician
	David L. Parkin, Periodicals Technician (Resigned 18 September 1981)
	Martha Parrott, A.B. M.A. Ph.D. Senior Current Data File Technician
	Rosie Reda, Current Data File Technician (Appointed 8 June 1981)
	Vedi Singh, Current Data File Clerk Assistant (Appointed 6 July 1981)
	Mary F. Sople, General Clerk/Cleaner
	Dianne Warrick, B.A., Circulation Technician Assistant (Appointed 7 December 1981)

Driver/Messenger: Norman Lonergan 7 May 1981 - 22 January 1982 (Contract)

Student Assistants: Don Anderson, 30 September 1982 - 23 April 1982 (Part-time)

Ginette Burgess, 26 May - 4 September 1981

Debra Forman, May - August; September - 31 March 1982 (Part-time)

Christine Jones, 11 May 1981 - 28 August 1981

Yoko Kato, 22 September 1981 - 8 April 1982 (Part-time)

Peter McGee, 9 November 1981 - 16 April 1982 (Part-time)

Vivian Thomas 17 September 1981 - 16 April 1982 (Part-time)

#### Technical Services and Systems

Head: Pamela Stoksik, B.A. B.L.S.

Librarians: Rowan Amott, B.A., M.L.S., 16 October 1981 - 31 March 1982 (Contract)

Lynn Morgan, B.A., M.L.S. (Appointed 5 January 1982)

Paul Pilon, B.A., M.L.S., 1 April 1981 - 8 May, 1981 (Contract)

Anne-Marie Toth-Waddell, B.A. M.L.S.

Marilyn Y. White, B.A. B.L.S.

Technicians and Other Support Staff:

Waltraud, Al-Zain, B.A. Coder/Searcher (Appointed 5 October 1982)

Christine Broster, B.A. U.S. Acquisitions Technician

Wayne Burton, Senior Cataloguing Technician

Dawn Campbell, Data Base Maintenance Technician (Appointed 1 October 1981)

Lorraine Guarino, Receptionist/Typist (Appointed 14 December 1981)

Technicians and Other  
Support Staff:  
(Continued)

Julia Jhaveri, B.A., Data Base Maintenance  
Technician (Appointed 5 October 1981)

Robert Kiddey, Coder/Searcher (Appointed 1  
October 1981)

Lori Lane, Government Publications Technician

Rose Ocampo, B.S.S.W. M.A., Senior  
Acquisitions Technician

Donna Smith, Cataloguing Technician  
(Appointed 13 April 1981)

Angela Wilke, Senior Government Publications  
Technician

Student Assistants:

Gwyneth Carey 19 May - 19 August 1981

Surita Dey, 27 April - 14 August 1981;  
30 September 1981 - 31 March 1982 (Part-time)

Assunta Molino, 25 May - 4 September 1981

Legislative Research Service

Chief:

Linda M. Grayson, B.A., M.A. Ph.D. (Appointed  
1 June 1981)

William S. Wu, B.A., M.A., Ph.D., M.I.M.A.  
(Resigned 8 May 1981)

Research Officers:

Charmaine Berry, B.A. 1 September 1981 -  
31 March 1982 (Contract)

Martha Fletcher, B.A., M.A. (Resigned 26 June  
1981)

Elizabeth Gardiner, B.A., M.E.S.

Richard Jennings, B.A.Sc., M.B.A., P.Eng.  
(Resigned 13 November 1981)

Philip Kaye, B.A., LL.B. (Appointed 1 October  
1981)

Merike Madisso, B.A., B.Ed., M.A., LL.B.



Research Officers (Continued):

James O'Mara, B.A., M.A., Ph.D. (Appointed 15 June 1981)

Jerry Richmond, B.A. M.A.

Margaret Vokes, B.A., M.A. (Appointed 22 June 1981)

Secretary:

Pirinka P. Macleod

Clerk/Stenographer:

Norma Ferguson, B.A. (Appointed 4 May 1981)

Bernard Grumet (Appointed 4 May 1981)

Word Processing Operator

Elaine Wiggins (Appointed 21 December 1981)

Press Clipping Service

Supervisor:

Inara Androvics (Resigned 12 October 1981)

Christine Landry, B.J., (Appointed 25 January 1982)

Assistant Manager:

Susan Hansen, B.Sc. (Appointed 25 January 1982)

Clerical Staff:

Erica Bene

George Britton (Appointed 1 April 1981)

Mary Bull

Nancy Cummings (Appointed 23 November 1981)

Margaret Heslin

Leila Persaud (Resigned 7 November 1981)

Ellie Rodden

Gary Schaller 1 March - 31 March 1982  
(Contract)

Kate Simpson, B.E.S. (Resigned 1 February 1982)

Summer Students:

Teresa Burns 19 May 1981 - 3 July 1981

Paul Pidhirny 5 May 1981 - 4 September 1981

Martin Veinbergs 8 July 1981 - 4 September, 1981

Checklist and Catalogue Service

Manager	Linda L. Reid, B.A., B.L.S., M.L.S.
Librarian:	Carolyn Barnes, B.A., M.L.S. (Appointed 4 November 1981)
	Eveline Marron, B.A., M.L.S. (Resigned 24 July 1981)
	Susan Seaman, B.A., M.L.S. 21 April - 30 October 1981 (Contract)
Administrative Clerk:	Pulver Zajfman
Acquisitions Technician:	Jeanne Leroux (Resigned 16 September 1981)
	Donna Stellar (Appointed 9 November 1981)
Student:	Ann MacLeod, B.A., 11 May - 28 August 1981





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Legislative Library,  
Research and  
Information Services

Annual Report  
of the Director  
1982/83









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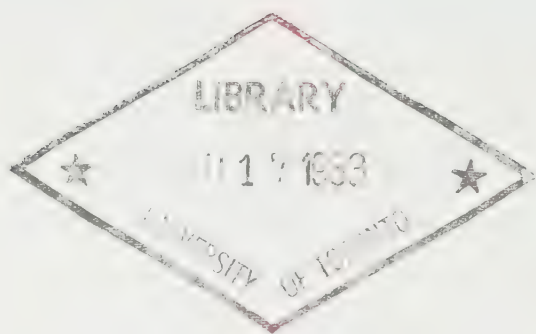
Legislative Library,  
Research and  
Information Services

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## **Annual Report of the Director 1982/83**

**Toronto 1983**

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Cover illustration courtesy of the Archives of Ontario. Interior view of the Legislative Library, East Wing, Parliament Buildings, Front Street, c. 1882. Standing at right is the Rev. William Inglis, Librarian from 16 November 1881 to 30 November 1883.

Copies of this annual report are available from the Ontario Legislative Library, Research and Information Services, Legislative Building, Queen's Park, Toronto, Ontario M7A 1A2.



Office of  
the Director

Legislative Library,  
Research and  
Information Services

Legislative Building  
Queen's Park  
Toronto, Ontario  
M7A 1A2  
(416) 965-3742

30 May 1983

The Honourable John M. Turner, M.P.P.  
Speaker of the Legislative Assembly of Ontario  
Legislative Building  
Queen's Park  
Toronto, Ontario  
M7A 1A2

Dear Mr. Speaker:

I have the honour to present the Annual Report of the Director  
of the Legislative Library, Research and Information Services for  
the year ended 31 March 1983.

This Report is submitted pursuant to Section 105 (a) of the  
Standing Orders of the Legislative Assembly dated August 1981.

Respectfully submitted,

A handwritten signature in cursive script that reads "R. Brian Land".

R. Brian Land  
Director





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Ontario Legislative Library,  
Research and Information Services

Senior Staff 1982/83

Director	R. Brian Land, B.A., M.A., B.L.S., M.L.S.
Executive Assistant	F. Diane Teeple, B.A., B.L.S., M.L.S., LL.B.
Executive Coordinator, Legislative Library Service	E. Patricia Hay, B.A., B.P.H.E., B.L.S., M.L.S.
Head, Collections Development	Thora K. Clarkson, B.A., B.L.S.
Head, Technical Services and Systems	Pamela Stoksik, B.A., B.L.S.
Manager, Checklist and Catalogue Service	Linda L. Reid, B.A., B.L.S., M.L.S.
Head, Information and Reference Services	Mary E. Dickerson, B.A., B.L.S., M.L.S.
Manager, Press Clipping Service	Christine Landry, B.J.
Chief, Legislative Research Service	Linda M. Grayson, B.A., M.A., Ph.D.

## Ontario Legislative Library

### List of Appointments

1867 - 1869	No appointment.
1869	Donald Bethune appointed from 22 March to 30 June 1869.
1869 - 1870	Alexander Gordon appointed Librarian November 1869; died September 1870.
1870 - 1872	No appointment.
1872 - 1881	Samuel James Watson appointed Librarian 1 July 1872; died 1881.
1881 - 1883	Rev. William Inglis appointed Librarian 16 November 1881; resigned 30 November 1883.
1883 - 1892	William Houston appointed Librarian 1 December 1883; resigned 1892.
1892 - 1896	William Thomas Rochester Preston appointed Librarian 1 December 1892; resigned 1896.
1896 - 1921	Avern Pardoe appointed Librarian 1896; retired 1 February 1921.
1921 - 1935	Arthur Trollope Wilgress appointed Librarian 1921; retired 30 September 1935.
1935 - 1936	Robert A. Croskery appointed for seven months.
1936 - 1939	James John Talman appointed Acting Librarian 1936; resigned 30 July 1939.
1939 - 1947	Edith Mabel King appointed Acting Librarian 1939 and Librarian 1944; died 1947.
1947 - 1963	Mildred Alys Fraser appointed Acting Librarian 1947 and Librarian 1949; retired 31 August 1963.
1963 - 1973	Jean Rodgers Kerfoot appointed Librarian 1 September 1963; retired 30 April 1973.
1973 - 1977	Doris Evelyn Wagg appointed Acting Librarian 1 May 1973 and Librarian 1 September 1974; resigned 30 June 1977.
1977 - 1978	Eileen Patricia Hay, Senior Librarian, placed in charge from 1 July 1977 to 31 August 1978.
1978 -	Reginald Brian Land appointed Director 1 September 1978.

#### SOURCES:

Olive M. Bright, "Brief Outline of the Ontario Legislative Library" (Toronto: Legislative Library, 1946), 7 p. Typescript.

Ola A. Cudney, A Chronological History of the Legislative Library of Ontario (Ottawa: Canadian Library Association, 1969), Occasional Paper No. 78. 36 p.

## Historical Note

The Ontario Legislative Library is the lineal descendent of the parliamentary libraries of Upper Canada (1792-1841) and of the United Province of Canada (1841-1867). Since Confederation, it has been administered successively by the Speaker (1867-1921), by the Minister of Education (1921-1964), by the Provincial Secretary (1964-1972), and by the Minister of Government Services (1972-1976). On 1 April 1976, the Legislative Library became a branch of the Office of the Assembly under the authority of the Speaker. On 1 September 1978, its name was changed to Legislative Library, Research and Information Services.

### Legislative Assembly of Ontario

#### Standing Order 105

August 1981

#### XVIII LIBRARY

Director's  
report

105.(a) The management of the Library, including regulation of admission, Library hours, and security and preservation of the collection, is the responsibility of the Director of Library Services, subject to such special orders as he may receive from the House, and the Director shall make an annual report to the House.

Catalogue

(b) A catalogue of the books belonging to the Library shall be kept and the reports thereon included in the Director's annual report.





## Introduction

Highlights of 1982/83 for the Legislative Library included completion of the first full year of operation of the automated support system for cataloguing, negotiation of an agreement with Quebec for the exchange of provincial government publications, publication of a checklist of reports of Ontario select committees, introduction of a Research Review series dealing with issues of interest to Members, surveys of users of the Press Clipping Service and of the publications compiled by the Checklist and Catalogue Service, and the meeting at Queen's Park of the Association of Parliamentary Librarians in Canada. Details of these and other developments are described elsewhere in this report.

With two exceptions, key indicators of Library activity during 1982/83 continued to show substantial percentage increases over 1981/82. The number of items catalogued for the Library collection and for inclusion in the Monthly Checklist, and the number of newspaper clippings distributed showed dramatic increases for the third consecutive year. After two years of tremendous percentage increases in the number of reference inquiries and research requests, there were slight decreases in both these figures for 1982/83. The declines were attributable in part to reduced committee activity during the second session of the thirty-second Parliament which resulted in slightly less demand for these services.

## Collections Development

The function of the Collections Development Section is to select books and other materials to meet the needs of Members and other clientele of the Legislative Library. During the year, special attention was given to strengthening the Library collection in areas relating to social and environmental policies. New publications were added on public policy for an aging population, pension issues, spouse abuse, day care, biogenetics and medical ethics. Other important areas of acquisition included the handling and disposal of industrial and nuclear wastes, energy alternatives, occupational health and safety and microelectronics. In addition, all available commentaries on the newly

patriated Canadian constitution were purchased.

In 1983, Direction générale des publications gouvernementales, Ministère des Communications du Québec, granted the Ontario Legislative Library full depository status to receive, free of charge, copies of newly published Québec government publications designated as depository items. Through the cooperation of the Publications Services of the Ontario Ministry of Government Services, La Bibliothèque de l'Assemblée nationale du Québec and five other provincial legislative libraries which requested full depository status -- Alberta, British Columbia, Manitoba, New Brunswick and Saskatchewan -- have been granted such status and will be eligible to receive free copies of newly published Ontario government publications designated as depository items. In return, these libraries have agreed to give the Ontario Legislative Library preferential treatment in sending us publications of their respective governments, thereby strengthening our collection of provincial government publications.

In recent years the Library has received approximately 20,000 United States Congressional publications annually through a long-standing Exchange and Gifts program run by the Library of Congress on behalf of the U.S. government. The program was cut back in the Spring of 1983 because of U.S. government financial constraints, and Collections Development staff have been studying the implications of the cutback and arranging to purchase key serials and monographs that will no longer be received on exchange.

As in previous years, the Library received many generous gifts from individuals and government agencies. In all, 13,000 gift items, mostly government publications, were received, one-third of which were added to the collection. Donors included the following Members: Michael Cassidy, Sheila Copps, Jack Riddell, David Rotenberg and Richard F. Ruston. Other gifts were received from Smirle Forsyth, Committee Clerk; the Ministry of the Attorney General; the Ontario Election Office; and the Ontario Waste Management Corporation. Thanks to the donation of a complete set of publications of the Economics Branch, Ministry of Agriculture and Food, the Library was able to fill many gaps in its collection. The Library also received approximately 150 volumes

of Ontario local histories from the Ministry of Treasury and Economics Library.

A collection of newspaper clippings of local history and feature articles dealing with 830 Ontario municipalities was converted to microfiche for preservation and ease of handling. Microfiche copies of these clippings, most of which date from the 1950s and 1960s, were listed for sale in the Monthly Checklist under the title Ontario Local History and the 7,000 original newsclippings were donated to the Canadian History Department of the Metropolitan Toronto Library.

While the collection was augmented in areas of current legislative concern, the weeding of obsolete materials continued, particularly from the collections of older literature materials and education. Duplicate government publications and retired serials were shipped to the Canadian Book Exchange Centre in Ottawa. Book donations were made to a number of local libraries including the Archives of Ontario, the Metropolitan Toronto Library and the University of Toronto.

The physical deterioration of the Library's stock of books and the safekeeping and care of the heritage of old and valuable books received some attention during the fiscal year. Richard Landon, Head of the Thomas Fisher Rare Book Library of the University of Toronto, gave advice on the launching of a preservation program. A rare books policy was drafted, and during the summer of 1983 an inventory of 18th and 19th century books will be completed. A security enclosure was constructed inside the Library stacks and selected books will be transferred there for greater safety.

A noted bookbinder, Mrs. Annegret Hunter-Elsenbach, was engaged to repair and rebind six 19th-century books on Canada's Parliament, constitutional history, and early travels in the country, as well as our earliest volume of the Upper Canada Gazette. A modest preservation program was begun with the contract employment of another bookbinder who repaired reference, law and history books. The repair work, which is badly needed, will be continued in-house.

During the summer of 1983 the map collection will be weeded and



updated with student help. A map policy is currently being formulated and Joan Winearls, Map Librarian of the University of Toronto, was engaged as consultant on the cataloguing, classification and care of maps. Cabinets have been purchased to allow flat storage of the maps.

## **Technical Services and Systems**

The Technical Services and Systems Section of the Legislative Library is concerned with the acquisition, bibliographic control and processing of materials added to the collection, as well as with the development and maintenance of the Library's minicomputer-based automated support system for cataloguing. The 1982/83 fiscal year marked the first full year of operation for the automated support system for cataloguing and catalogue inquiry. Although the building of the Library's database began late in 1981/82, it did not become accessible to Information and Reference Services staff for inquiry purposes until 1 April 1982. This access proceeded in stages during the months of April and May 1982 and involved the use of different modules of the system and the conversion of information from one format to another. In August 1982, a terminal was installed in the office of the Legislative Research Service and research staff were trained in searching procedures.

As a direct result of the implementation of the Automated Support System, the number of government publications titles catalogued during 1982/83 increased by 792.8 percent, while the overall increase for the number of titles catalogued was 201.3 percent compared to 1981/82.

Three projects were initiated during the year to develop access to existing elements of the government publications collection, apart from the cataloguing of regular incoming material. The first of these projects was for the development of bibliographic records for Ontario government serials. As of 31 March 1983, the number of serial titles catalogued was 491. It is anticipated that this project will be completed during 1983/84.

The second project, developed in cooperation with Information and Reference Services, involved the cataloguing of press releases, addresses, remarks and statements issued by the various Ontario



ministries. By 31 March 1983, a total of 1,793 current and retrospective records had been completed. The remaining retrospective material will be input during the summer of 1983.

In consultation with Information and Reference Services, a list of priority material for retrospective cataloguing was established and, as a result, two librarians were hired on a contract basis in November 1982 to begin work on a third retrospective project. This involved developing access to federal parliamentary committees of the House of Commons and Senate. Catalogue records were also generated for Ontario royal commissions. An ongoing product will be the development of catalogue access relating to the activities of committees currently sitting.

During the latter part of the 1981/82 fiscal year, staff in the Technical Services Section began planning discussions with the Finance Office of the Office of the Assembly for the development of a commitments program for the book budget. The program became operational in July 1982. Since this date was three months after the start of the fiscal year, it was necessary for Acquisitions staff to do some very intensive work to input the back data. The program runs on the Finance Office IBM System 34 and generates three reports on the status of the book budget: a detailed report for commitments, a detailed report for disbursements and a summary report which totals commitments and disbursements to arrive at an available funds figure. The final phase of this program will be the transfer of the outstanding commitments from one fiscal year to another. This will be done early in 1983/84 once the year-end procedures have been completed and the final batches for the book budget reconciled.

### **Checklist and Catalogue Service**

The Checklist and Catalogue Service is responsible for the compilation and editing of three publications: the Monthly Checklist, the Annual Catalogue of Ontario Government Publications and the quarterly Catalogue des publications en français du gouvernement de l'Ontario. This section is also responsible for the assignment of International Standard Book Numbers for all Ontario government publications and for

the Cataloguing-in-Publication (CIP) pilot project.

The number of items catalogued by the Service increased by 34 percent to a total of 3755 compared with 1981/82. Similarly, the number of items listed in the Checklist increased by 31.7 percent to 2920 compared with last year.

Planning for the automation of the publications of the Checklist and Catalogue Service continued with particular attention being given to the development of system design specifications for the Geac system and for the computer-generated tape which will be used to print the Checklist publications. A terminal was installed in the Checklist office in February 1982 to allow the staff to become familiar with data entry and searching procedures prior to their actual use of the system.

Prior to beginning the conversion process, the Checklist and Catalogue Service commissioned a survey to determine how its three publications are being used and regarded by librarians. The survey was conducted in the Fall of 1982 by Dr. Marcia Nauratil of the Centre for Research in Librarianship, Faculty of Library and Information Science, University of Toronto. Eighty-six librarians, identified as "knowledgeable users" of the three publications and representative of public, academic and special libraries, were each mailed a questionnaire soliciting their views about the usefulness of the publications for their respective libraries. Seventy-one librarians responded to the questionnaire. In general, the three publications were viewed very positively. The respondents indicated that all three publications are used for a variety of purposes. As anticipated, the Monthly Checklist is used more often than the other publications for ordering and cataloguing, while the Annual Catalogue is retained the longest and is generally used for reference work.

The Cataloguing-in-Publication pilot project initiated in March 1982 has been expanded to include publications of the Ontario Economic Council, TVOntario and the Legislative Library, as well as those of the Research Branch of the Ministry of Education. Internal procedures have been developed and the project is working well but it will not be expanded significantly until the conversion to automated production of Checklist and Catalogue Service publications has been completed.

During the year, there were on-going discussions with the Manager of Publications Services, Ministry of Government Services, on a number of topics of common concern. The administration of the international standard number programs (ISBN/ISSN) serves as a means of spotting publishing irregularities and the Checklist and Catalogue Service staff provided information to Publications Services about government publications with incomplete or incorrect identifying data. The two sections planned a new cover design for the Monthly Checklist which was first used in January 1983. Consideration is being given to devising a means of providing French-language access to government publications on a monthly rather than quarterly basis as at present.

### Information and Reference Services

The Information and Reference Services Section provides accurate, up-to-date information and reference service and makes available the appropriate books, periodicals and other materials to Members and other clientele of the Library. After several years of rapid expansion, the growth of Information and Reference Services stabilized during 1982/83. Reference inquiries remained at the same level as 1981/82 while circulation statistics declined slightly. Approximately 55 percent of reference inquiries were from MPPs, caucus and Legislative Assembly staff, 23 percent came from civil servants and 22 percent came from members of the public. The two current awareness publications, Periodical Contents, a weekly selection of tables of contents of key periodicals, and Periodical Selections, a monthly subject list of selected periodical articles, continued to be a popular method for members and caucus staff to keep abreast of new periodical literature. Requests for photocopies of periodical articles rose by 35.6 percent for Periodical Contents and 48.9 percent for Periodical Selections.

In order to respond more efficiently to reference inquiries, a special unit within Information and Reference was established in October 1982 to deal with those requests requiring extensive literature searches. This unit, which consists of two librarians and one technician, works closely with the Legislative Research Service and provides comprehensive information required by the Research Service for the preparation of



reports and oral briefings. In addition to reducing the turnaround time for extensive searches, this reorganization has allowed staff to give service more promptly to the general reference inquiries received at the reference desk.

Several Library developments in computer technology were evident in Information and Reference Services. On 14 May 1982, reference staff began using computer display terminals located at the reference desk to identify publications added to the Library's collection after November 1981. In December 1982, a Telidon terminal was installed in the reference area, courtesy of the Ministry of Industry and Trade as part of its Telidon project. In March 1983, Information and Reference Services took delivery of an IBM PC microcomputer to be used for commercial database searching, downloading and editing of searches and for creation of selected reference files. The addition of WESTLAW, a U.S. legal research database, brings to eight the number of database systems to which the Library subscribes.

The Current Data File, which was set up in 1979 and is comprised of newspaper clippings, bibliographies and pamphlets, has grown to over 1800 subject files and has become an invaluable reference source for library staff and clientele. Usage rose by 24.7 percent over 1981/82. The videotaping service, which complements the Current Data File through off-air taping of selected current affairs television programs, has also increased in popularity as MPPs have become aware of this service. A VHS videorecorder was acquired to supplement the Beta format equipment and to provide greater flexibility for Members who wish to view programs on their own equipment.

In February 1983, the Library published Select Committees of the Legislative Assembly of Ontario 1867 - 1978: A Checklist of Reports, prepared by Eleanor Barnes and Danguole Juozapavicius. This is a companion volume to the checklist of Royal Commissions and Commissions of Inquiry 1867 - 1978 published in 1980 and is the only complete annotated listing available for Ontario select committees.

During the year, the Library also distributed 18 bibliographies prepared by Information and Reference staff to other Canadian legislative

libraries as part of an information sharing network. Work was also begun on a legislative history of Ontario, 1792 - 1984, to be published in 1984 as the Library's project to mark the Bicentennial of Ontario.

In March 1983, the Library's 1976 full-sized stationwagon was replaced with a new fuel-efficient compact stationwagon. This vehicle provides essential transportation for Library materials and mail between the Legislative Building at Queen's Park and the Library sections housed at 180 Bloor Street West and at 700 Bay Street. In addition, the stationwagon is used to expedite the pick-up of interlibrary loan materials required to respond to reference requests.

As in previous years, numerous groups and individuals expressed interest in learning more about the Legislative Library and its services. Information and Reference staff provided tours of the Library for Legislative Assembly and ministries' staff as well as for groups of students in library and information science and library technician programs.

In July 1982, Joe Pirrie generously loaned a collection of twenty-five paintings by Canadian artist Alan C. Collier for hanging in the public service area of the Library. The collection, entitled "A Glimpse of Collier's Canada Series", represents all geographical areas of Canada and is most appropriate for display in the Library.

### **Press Clipping Service**

The Press Clipping Service supplies, on request, copies of articles on a variety of topics of current interest appearing in eighteen selected Ontario daily newspapers and two Ontario financial weekly newspapers. Its client group consists of Members of the Legislature, their staff, caucus researchers and senior staff of the Office of the Assembly. For the fourth consecutive year, the Press Clipping Service distributed a record number of clippings (1,720,441), a 34.7 percent increase over 1981/82 without an increase in staff complement. During 1982/83, the client load increased to 147 clients as compared to 131 clients in 1981/82.



Two newspapers were added to the Press Clipping Service subscription list in 1982/83: Ottawa Le Droit was chosen to add a French-language Ontario daily to the service and the St. Catharines Standard was included to provide better coverage of the Niagara Peninsula area. In an effort to streamline the processing of clippings a new set of subject codes and client options were introduced. These changes resulted in a major improvement to the amount of time needed to process the clippings for distribution to clients.

During 1982/83, a user survey was conducted to determine the usefulness of the service to clients. Of a possible 138 responses, 73 were received. Ninety-five percent of the respondents considered the service either "very useful" or "useful". A number of suggestions were made by clients about the service and, as a result, several changes were made to the subject code list and client option choices.

### Legislative Research Service

The Legislative Research Service provides research assistance, on request, to individual MPPs and to chairmen of committees of the Legislative Assembly. In total, 461 requests were processed during 1982/83 of which 273 or 59.2 percent originated with individual Members and 129 or 27.9 percent originated with committees.

The number of individual member projects decreased slightly from 277 in 1981/82 to 273 this year. Members tended to be more interested than ever before in comparative analyses. These requests ranged from the usual comparisons with other Canadian provinces or American states and Commonwealth jurisdictions to analyses involving France, Italy, Japan, Sweden and West Germany. Comparative work is always difficult, particularly in the cases where the basic values and cultural assumptions are so different from those prevailing in Ontario. In addition, there has been a growing demand for in-depth analyses in general. Unfortunately, this demand has not been accompanied by extended deadlines for completing the assignments thereby increasing the time pressures on research officers. During the summer of 1982, unusually heavy demands were placed on the Research Service and, as a

result, it was necessary to wait-list all new requests between 19 August and 15 September after which normal service was resumed.

During the year, committee support was provided to four committees: the Standing Committee on Members' Services (Alan Robinson, Chairman); the Standing Committee on Public Accounts (Patrick Reid, Chairman); the Standing Committee on Resources Development (re: Workers' Compensation) (Michael Harris, Chairman); and the Standing Committee on Social Development (re: Wife Abuse, Child Abuse, and Bill 138) (Yuri Shymko, Chairman). In total, 152 committee sessions were attended and 129 committee research requests were prepared. Although the number of committee projects declined during the year, both the scope and depth of the projects, coupled with the tight time-frames for completion of the projects, made for a heavy workload. The role of the research officer varies in response to each committee's particular needs but, in general, the research officer identifies issues, organizes and summarizes submissions, suggests lines of questioning, prepares briefing papers, summarizes testimony and documents, and assists in the preparation of the committee's report.

Research assistance to senior officials of the Office of the Assembly increased over the past year. This assistance, of necessity, is restricted to research on those subjects which are related directly to work on behalf of the House and its Members. The service is particularly useful in providing background information about delegations from other jurisdictions and administrative or procedural innovations that have been applied elsewhere.

The Research Service has continued to prepare general reports that are made available to all legislators through the Current Issue Paper series. Seven new titles were added during 1982/83, and requests increased by 51.4 percent over the previous year to a total of 922. This past year the Research Review series was initiated to provide a succinct and timely overview of issues and subjects of interest to Members. The response has been enthusiastic with a total of 149 requests to 31 March 1983.

## Testing of Video Display Terminals

On 6 April 1982, questions were raised in the Legislative Assembly regarding the safety of Library staff, particularly pregnant employees, whose jobs required them to use video display terminals (VDTs). In response to these concerns, the Library contracted for the services of Dr. Hari D. Sharma, a consultant with Radiation Environmental Management Systems Inc. of Waterloo, Ontario, a company specializing in the analysis, control, monitoring and prevention of radiation and toxic chemicals in the home, workplace and environment, to conduct tests of its VDTs. Dr. Sharma carried out tests on 17 Library terminals on 5 May and reported his findings on 29 May.

Dr. Sharma's tests revealed no emissions of ionizing radiation (X-rays) but, in his report, he expressed some concern about low-frequency non-ionizing emission levels. Although he had found no study linking low-level radiation to the health of pregnant women, Dr. Sharma recommended that, as a precaution, pregnant employees not operate the terminals in question. As an additional precaution, he also recommended that the VDTs be shielded. His report was tabled in the House on 15 October 1982.

The Library transmitted a copy of the Sharma report to Geac Canada, the supplier of the terminals in question. Geac has since re-tested its terminals for non-ionizing radiation emissions and is in the process of developing a shielding device for its terminals for those customers who wish to purchase it. Geac has also requested that the Canadian Standards Association establish a standard for emissions levels of non-ionizing radiation.

When the issue of safety of VDTs and their possible effects on pregnant staff members was first raised, the Library assigned the two employees in question to other duties which did not require them to work at these terminals. Subsequently, each employee gave birth to a normal, healthy baby. In keeping with the policy statement by the Speaker to the House on 16 April 1982, employees of the Legislative Library who are required to operate VDTs and who become pregnant have the option of a transfer to other work during their pregnancy without loss of pay.



## Association of Parliamentary Librarians In Canada

The fifth meeting of the Association of Parliamentary Librarians in Canada/L'Association des bibliothécaires parlementaires au Canada was held in Toronto, 25-27 October 1982. Delegates from eight provincial legislative libraries, the Library of Parliament, Ottawa, and the Council of the Northwest Territories were present at the meeting which was also attended by the National Librarian of Canada. Topics discussed at the conference included developments in automated catalogue support systems, the National Library's role in the iNet Gateway project, current issues in the provision of research services to Members, and special services, such as the provision of videotapes. Four members of the staff of the Ontario Legislative Library made presentations: Pamela Stoksik, Head of Technical Services and Systems; Linda Grayson, Chief of the Legislative Research Service; Mary Dickerson, Head of Information and Reference Services; and Bob Gardner, Librarian, Information and Reference Services.

The objectives of the Association, which was founded in Toronto 14 June 1975, are to improve parliamentary library service in Canada; to foster communication among members concerning matters of mutual interest; to identify issues, points of view and areas requiring research; to improve relations with parliamentary information and research officers and all other parliamentary officers; and to foster co-operation with associations having related interests. Brian Land, Director of the Legislative Library, was elected President of the Association for 1982/84. Other officers are: Jocelyne LeBel, Director of the New Brunswick Legislative Library, Vice-President; Joyce Irvine, Manitoba Legislative Librarian, Secretary; and Blake McDougall, Alberta Legislature Librarian, Past-President. The conference delegates were guests of the Speaker of the Legislative Assembly, the Hon. John M. Turner, at a reception and dinner at the Park Plaza Hotel on 26 October.

## Organization and Staffing

An organization chart for the Legislative Library, Research and Information Services is provided in Appendix B and a staff roster

appears in Appendix L. As of 31 March 1983, the regular full-time staff complement was as follows: Director's Office 4; Legislative Library Service Office 3; Collections Development 4; Technical Services and Systems 16; Checklist and Catalogue Service 4; Information and Reference Services 20; Press Clipping Service 10; Legislative Research Service 12, for a total of 73. In addition, during 1982/83 there were 12 unclassified contract staff, 14 part-time students and 4 temporary employees, for a total of 30 other employees.

Effective 1 April 1983, the Legislative Library Service Office, a section consisting of three regular staff headed by the Executive Coordinator, is to be merged with the Director's Office. The function of the Executive Coordinator is to assist the Director in planning and coordinating services and in formulating appropriate administrative policies and procedures for the Library.

### **Staff Activities**

Members of the staff of the Legislative Library continued to be active in the work of outside organizations. Brian Land, Director, was elected President of the Association of Parliamentary Librarians in Canada for 1982/84. He continued as Chairman of the Resource Network Committee of the National Library Advisory Board, as the Canadian Library Association representative on the Book and Periodical Development Council, and as a member of the Committee Planning the Pre-Conference Seminar on "Canadian Library Buildings in the Network Context" for the International Federation of Library Associations (IFLA) held in Toronto 16-20 August 1982. He participated as a panelist on "Freedom of Information: An Ontario Perspective" at the annual meeting of the Canadian Political Science Association meeting in Ottawa on 9 June; presented a paper on "Canadian Parliamentary Libraries in the Network Context" to the Parliamentary Libraries Section of IFLA, in Montreal on 25 August; addressed students of the Faculty of Library and Information Science on "Access to Government Information Legislation in Canada" on 6 December 1982; and participated in a debate on "Credentialism: Is the M.L.S. Necessary?" at a meeting of the Toronto Chapter of the Canadian Association of



Libraries and Information Centres on 10 February 1983.

Diane Teeple, Executive Assistant to the Director, served as Past-President of the Toronto Association of Law Librarians for 1982/83, as a member of the Copyright Committee of the Canadian Library Association, and as a member of the Law Library Manual Editorial Board of the Canadian Association of Law Libraries. Pamela Stoksik, Head of Technical Services and Systems, served as the representative of the Toronto Chapter of the Special Libraries Association on the Canadian Committee on Cataloguing. Lynn Morgan, Systems Librarian, Technical Services and Systems, served as founding Secretary of the Ontario Geac User Group. Lori Erwin, Government Publications Technician, Technical Services and Systems, spoke on government publications to the Special Libraries class of the Library Technician program at Seneca College. Eleanor Barnes, Librarian, Information and Reference Services, served as Co-Chairman of the Special Interest Group on Government Libraries of the Canadian Association of Law Libraries. Mary Dickerson, Head of Information and Reference Services, spoke on "Instruction on Library Use" at the Library Instruction Workshop held 20 May 1982 at the University of Toronto. Donald Krueger, Librarian, Information and Reference Services, completed his term as Secretary of the Canadian Association of Special Libraries and Information Services. Linda Grayson, Chief of the Legislative Research Service, spoke to students in the Seminar on Canadian Resources in the Social Sciences at the Faculty of Library and Information Science, University of Toronto.

Several members of the Library staff also participated in the activities of the Ontario Government Librarians' Council (OGLC) during 1982/83. Linda Reid, Manager of the Checklist and Catalogue Service, served as Secretary of OGLC and spoke to the Technical Services Discussion Group about the Cataloguing-in-Publication pilot project for Ontario government publications. Carolyn Barnes, Librarian, Checklist and Catalogue Service, served as Secretary of the OGLC Continuing Education and Program Committee, and Annemarie Toth-Waddell, Cataloguing Librarian, Technical Services and Systems, served as a member of the same committee. For 1983/84, Brian Land, Director, was elected Vice-Chairman of OGLC; Wayne Burton, Library

Technician, Technical Services and Systems, will serve as Convenor of the Technical Services Discussion Group; and Susan Waintman, Librarian, Information and Reference Services, will serve as Convenor of the Reference Services Group.

### **Staff Retirement**

The Library staff held a special reception in the Amethyst Room of the Legislative Building on 30 March 1983 in honour of Edith Henderson who retired after sixteen years' service to the Legislative Library. Mrs. Henderson received greetings from the Speaker of the Legislative Assembly, the Hon. John M. Turner, the former Speaker, Jack Stokes, and the Hon. Bruce McCaffrey, Minister of Citizenship and Culture. Guests included Edith Henderson's husband and daughter; Jean Kerfoot Allen and Doris Wagg, former Legislative Librarians; and Irene Hope and Susan Affrunti, former Library employees. A special presentation was made to Mrs. Henderson in recognition of her years of service to the Legislative Library.

### **Visitors to the Library**

Among those who visited the Legislative Library during 1982/83 were: Ian Matheson, Chief Librarian, General Assembly Library, Wellington, New Zealand; Riva Markus, Chief Archivist, Knesset, Jerusalem; Dr. Guy Sylvestre, National Librarian of Canada, Hope E.A. Clement, Associate National Librarian, Mary Jane Starr and Elizabeth McKeen, National Library of Canada, Ottawa; Erik J. Spicer, Parliamentary Librarian, and Richard Paré, Associate Parliamentary Librarian, Library of Parliament, Ottawa; Jacques Prémont, Directeur, Gaston Bernier, Directeur adjoint, and Gérard Vleminckx, Directeur adjoint, Bibliothèque de l'Assemblée nationale du Québec, Québec; Ilga Leja, Nova Scotia Legislative Librarian, Halifax; Jocelyne LeBel, Director, New Brunswick Legislative Library, Fredericton; Joyce Irvine, Manitoba Legislative Librarian, Winnipeg; Blake McDougall, Alberta Legislature Librarian, Lorne Buhr, Head of Information and Reference Services, and John E. McDonough, Director of Legislative Research Services,

Legislature Library, Edmonton; Marian Powell, Saskatchewan Legislative Librarian, Regina; Norma Jean Richards, Newfoundland Legislative Librarian, St. John's; David Gladders, Research Officer, Council of the Northwest Territories, Yellowknife; Céline Cartier, Directeur de la Bibliothèque, Université Laval, Québec; Peter J. Martin, Director, Library Services, Government of British Columbia, Victoria; Lorraine McQueen, Coordinator of Reference Services, Nova Scotia Provincial Library, Halifax; Bruce B. Peel, Chief Librarian, University of Alberta, Edmonton; Carolynne Presser, Assistant Librarian, University of Waterloo; Professor Dolores Donnelly and Professor Donald Cook, Faculty of Library and Information Science, University of Toronto; Marilyn Sharrow, Chief Librarian, and Richard Landon, Head of the Thomas Fisher Rare Book Library, University of Toronto; David Weismiller, Chief Librarian, Belleville Public Library; and Duncan McPhee, Librarian, Metropolitan Toronto Separate School Board.

Among the groups visiting the Library during the year were students and staff of the Library Technician Program of Fanshawe College of Applied Arts and Technology, London; students from the Faculty of Library and Information Science, University of Toronto; teacher-librarians from the Erin (Ontario) District High School; and students from the French translation class, Glendon College, York University.

## Appreciation

A special word of appreciation is due Diane Teeple, Executive Assistant to the Director, who resigned 31 January 1983 to accept an appointment as Chief Librarian of the Supreme Court of Canada. During her two-and-a-half year term as Executive Assistant, she played a major part in improving Library accounting procedures and also acted as editor of Memo to Members, the Library's newsletter. The Director would also like to express his appreciation to the Speaker of the Legislative Assembly, the Hon. John M. Turner, to the Members of the Board of Internal Economy, and to the senior officers of the Office of the Assembly for their confidence and support of the work of the Legislative Library.

— R. Brian Land, Director.





The fifth meeting of the Association of Parliamentary Librarians in Canada/L'Association des bibliothécaires parlementaires au Canada was held at Queen's Park, 25-27 October 1982. The objective of the Association is to improve library and research services to parliamentarians.



Delegates from eight provincial legislative libraries, the Council of the Northwest Territories and the Library of Parliament, Ottawa, participated in the APLIC/ABPAC meeting. The National Librarian of Canada attended as an official observer.





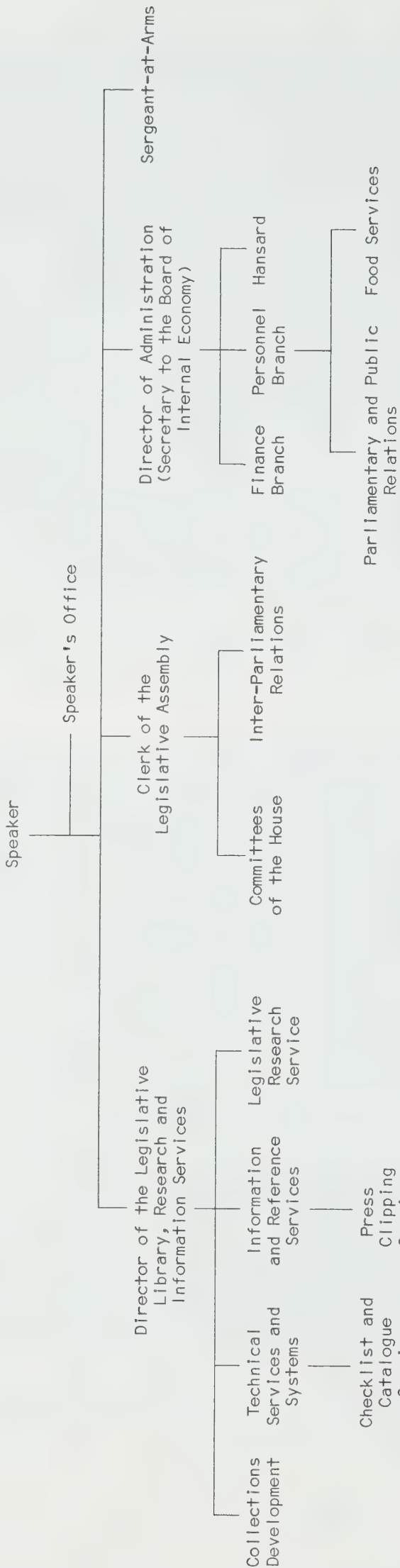
Topics discussed at the APLIC/ABPAC meeting included new developments in automated support systems for cataloguing, provision of research services for legislators, computer-based reference service and videotape service.



Officers of APLIC/ABPAC shown above are (L to R): Brian Land (Ontario) President, 1982/84; Jacques Prémont (Quebec) President, 1978/80; Erik Spicer (Canada) 1975/78; Jocelyne LeBel (New Brunswick) Vice-President, 1982/84; and Blake McDougall (Alberta) President, 1980/82.



Appendix A  
Administrative Structure:  
Ontario Legislative Assembly



**Note:** The Provincial Auditor, Ombudsman/Ontario and the Commission on Election Contributions and Expenses and the Office of the Chief Election Officer report to the Speaker and, for the purpose of financial control, funds and staff complements are approved by the Board of Internal Economy.<sup>1</sup>

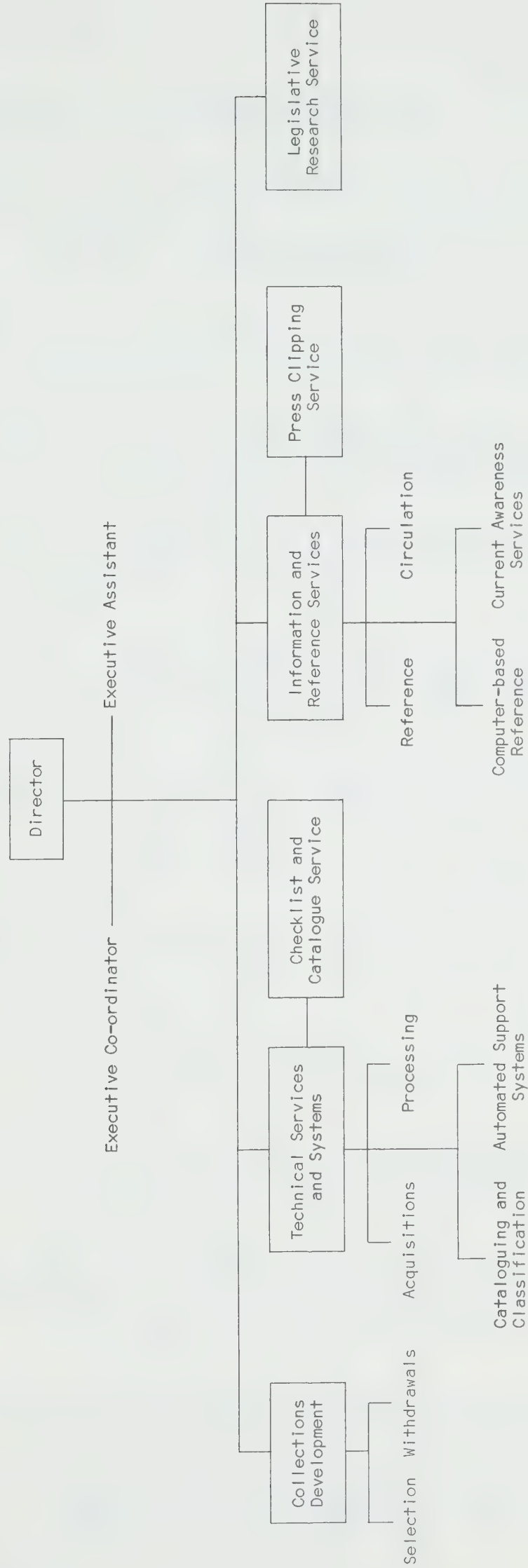
**Note:** The Clerk of the Legislative Assembly is the Chief Permanent Officer of the House, reporting to the Speaker. The Director of Administration, the Director of the Legislative Library, Research and Information Services and the Sergeant-at-Arms also report to the Speaker.<sup>2</sup>

<sup>1</sup>SOURCE: Manual of Administration. Toronto: Office of the Assembly, 1981. p. 1-2-1.

<sup>2</sup>SOURCE: Allowances and Services; A Guide for Members of the Ontario Legislature. Toronto: Office of the Assembly, 1981. p. [ii].

Appendix B

Administrative Structure:  
Ontario Legislative Library,  
Research and Information Services



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### Appendix C

#### Notable Acquisitions

##### Loose-leaf Services

The Canadian Charter of Rights: Annotated. Aurora, Ont.: Canada Law Book, 1982-.

Canadian Energy Program Reporter. Don Mills, Ont.: CCH Canadian, 1982-.

Carswell's Legislative Digest Service: Ontario. Agincourt, Ont.: Carswell, 1982-.

ECO/LOG: Canadian Pollution Legislation. Don Mills, Ont.: Corpus, 1981-.

Family Law Digest. 15 vols. Vancouver, B.C.: Butterworth (Western Canada), [1973-].

Provincial Pulse. Don Mills, Ont.: CCH Canadian Ltd., 1982-.

##### Serials

Canadian Rights Reporter. Scarborough, Ont.: Butterworths, v. 1, 1982-.

Legal Alert: A Bulletin of Current Legal Developments Critical to Corporate Management: For Directors, Senior Executives and Their Advisors. Toronto: Oyez, v. 1, 1982-.

Ontario Municipal Board Reports. Agincourt, Ont.: Canada Law Book, v. 1, 1973-.

Parliamentary Alert. Toronto: Henry and Gray Inc., 1982-.

## Reference Works and Monographs

- Bauly, J.A., and Bauly, C.B., eds. World Energy Directory: A Guide to Organizations and Research Activities in Non-Atomic Energy. Essex, Eng.: Longman Group, 1981.
- Black, Edwin R. Politics and the News: The Political Functions of the Mass Media. Toronto: Butterworths, 1982.
- Boyer, J. Patrick. Lawmaking by the People: Referendums and Plebiscites in Canada. Toronto: Butterworths, 1982.
- British Columbia Who's Who. Edmonton, Alta: L.U.L. Publications, 1981-.
- Buckwalter, Robert L., ed. Law Books in Print. 4th ed. 5 vols. London: Glanville Pub., 1982.
- Choudhary, Gangadhar, ed. Chemical Hazards in the Workplace: Measurement and Control. Washington, D.C.: American Chemical Society, 1981.
- Financial Data for Canadian Corporations. Toronto: Hickling-Partners, 1982-.
- Goehlert, Robert, and Sayre, John R. The United States Congress: A Bibliography. N.Y.: Free Press, 1982.
- International Labour Office. New Technologies: Their Impact on Employment and the Working Environment. Geneva: The Office, 1982.
- Kurian, George Thomas, ed. World Press Encyclopedia. 2 vols. New York: Facts on File, 1982.
- Léger, Jules. Jules Léger: Gouverneur Général du Canada, 1974-1979: Textes et Réflexions sur le Canada = Jules Léger: Governor General of Canada, 1974-1979: A Selection of His Writings on Canada. Montreal: La Presse, 1982.

## Reference Works and Monographs (Continued)

- Liscom, William L., ed. The Energy Decade, 1970-1980: A Statistical and Graphic Chronicle. Cambridge, Mass.: Ballinger Pub. Co., 1982.
- McDonald, D.C. Legal Rights in the Canadian Charter of Rights and Freedoms: A Manual of Issues and Sources. Toronto: Carswell, 1982.
- Nadin-Davis, R. Paul. Sentencing in Canada. Toronto: Carswell, 1982.
- Ontario. Legislative Library, Research and Information Services. Ontario Local History. [Toronto: The Library, 1983]. 137 microfiche.
- Palmer, Greg, ed. A Bibliography of Loyalist Source Material in the United States, Canada, and Great Britain. Westport, Conn.: Meckler Pub., 1982.
- Stewart, T. Andrew. Canadian Provincial Government Finance 1971-1981. London, Ont.: n.p., 1982.
- The Supreme Court Decisions on the Canadian Constitution. Toronto: Lorimer, 1981.
- Tarnopolsky, Walter S., and Beaudoin, Gerald A., eds. The Canadian Charter of Rights and Freedoms: Commentary. Toronto: Carswell, 1982.
- Trofimenkoff, Susan Mann. The Dream of Nation: A Social and Intellectual History of Quebec. Toronto: Gage, 1983 [i.e. 1982].

## Videotape

- A Visit to Queen's Park. 16-minute 3/4-inch colour videotape recording. Toronto: F.H. Carpenter Productions, 1983.



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Appendix D

Estimates and Expenditures  
(\$000s)

	Fiscal Year 1980/81	Fiscal Year 1981/82	Fiscal Year 1982/83
<u>Estimates</u>			
Salaries and Wages	\$1,113.9	\$1,355.0	\$1,801.5
Employee Benefits	196.6	218.0	288.4
Transportation and Communications	28.5	24.3	39.1
Services	89.9	278.7	249.6
Supplies and Equipment	279.2	482.2	412.1
Recoveries	(3.0)	(2.0)	(1.2)
	<u>          </u>	<u>          </u>	<u>          </u>
TOTAL	<u>\$1,705.1</u>	<u>\$2,356.2</u>	<u>\$2,789.5</u>

Expenditures

Salaries and Wages	\$1,064.7	\$1,386.7	1,715.9
Employee Benefits	153.7	183.8	228.1
Transportation and Communications	17.6	17.4	23.2
Services	76.9	236.4	163.5
Supplies and Equipment	346.1	517.3	436.7
Recoveries	(1.6)	(2.2)	(2.5)
	<u>          </u>	<u>          </u>	<u>          </u>
TOTAL	<u>\$1,657.4</u>	<u>\$2,339.4</u>	<u>\$2,564.9</u>

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Appendix E

Statistical Summary: Collections

	31 March 1981	31 March 1982	31 March 1983	Percentage Change 1982/1983
<u>Library Holdings</u>				
Volumes				
Monographs	78,101	76,468	76,988	0.7
Government Publications	n/a	n/a	n/a	---
Periodicals (bound)	10,269	10,267	8,904	(13.3)
Newspapers (bound)	882	747	0	---
Current Data File				
Files	1,589	1,707	1,807	5.9
Microforms				
Microfiche (sheets)	304,168	346,132	422,384	22.0
Microfilm (reels)	5,232	5,996	6,499	8.4
Audio-visual Materials				
Videotape Cassettes (programs)	88	153 <sup>1</sup>	323	111.1
Sound Cassettes	28	29	47	62.1
Films	0	1	1	0.0
Maps	1,364	1,512	1,714	13.4
<u>Serials Currently Received <sup>2</sup></u>				
Periodicals	597	702	762	8.5
Newspapers	285	293	295	0.7
Other Serials	975	1,137	1,238	8.9
	Fiscal Year 1980/81	Fiscal Year 1981/82	Fiscal Year 1982/83	Percentage Change 1981/82 - 1982/83
<u>Bibliographic Searches (titles)</u>	5,257	8,781 <sup>1</sup>	7,831	(10.8)
<u>Gifts Processed (volumes)</u>	3,181	12,154 <sup>1</sup>	13,000	7.0

1 Revised

2 Titles, including microforms

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Appendix F

Statistical Summary: Technical Services

	Fiscal Year 1980/81	Fiscal Year 1981/82	Fiscal Year 1982/83	Percentage Change 1981/82 - 1982/83
<u>Acquisitions</u>				
Orders Placed	3,172	2,841	2,793	(1.7)
Items Received:				
Books (volumes)	3,481	3,991	2,232	(44.1)
Serials (titles)	374	295	164	(44.4)
Newspapers (titles)	9	9	2	(77.8)
Government Publications (items, excluding microforms)	63,738	62,190	59,692 <sup>1</sup>	(4.0)
Microfiche (sheets)	86,238	41,964	76,252 <sup>1</sup>	81.7
Microfilm (reels)	418	764	747	(2.2)
Videotapes (cassettes)	3	22	0	---
Other - Maps	20	148	218	47.3
Other - Sound Cassettes	13	1	18	1,700.0
<u>Withdrawals</u>				
Monographs (volumes)	14,488	5,624	1,719	(69.4)
Serials (volumes)	331	1,180	4,117	248.9
Other - Maps	1	0	16	---
Other - Government Publications (U.S.)	0	21,614	0	---
Other - Government Publications (G.B.)		0	1,865	---
Other - Newspapers (bound)		135	747	453.3
<u>Cataloguing</u>				
Items Catalogued				
Books and Serials (titles)	2,362	2,725	3,147	15.5
Books (volumes)	2,197	2,884	3,213	11.4
Government Publications (titles)	590	887	7,919	792.8
Government Publications (volumes)	1,996	2,386	17,001	612.5
Microfiche (titles)	30	47	14	(70.2)
Microfilm (titles)	37	17	4	(76.5)
Catalogue Cards Filed	28,281	47,771	15,699 <sup>2</sup>	(67.1)
<u>Binding</u>				
Items Bound (volumes)	1,096	1,396	1,841	31.9
In-library Processing (volumes)	1,099	1,253	1,409	12.5

1 Totals reflect recent changes from hard copy to microfiche format for U.S. Government Publications received.

2 Technical Services files only. Public card catalogue closed 31 December 1981.

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Appendix G

Statistical Summary: Checklist and Catalogue Service

	Fiscal Year 1980/81	Fiscal Year 1981/82	Fiscal Year 1982/83	Percentage Change 1981/82 - 1982/83
Items Catalogued	3,006	2,803 <sup>1</sup>	3,755	34.0
Items Listed in Monthly Checklist	2,101	2,217	2,920	31.7
Depository Items	1,124	1,172	1,240	5.8
Items Received from Publications Warehouse	1,702	1,657	2,171	31.0
Items Received from Other Sources	399	560	749	33.8
Reprints	149	98	120	22.4
Microfiche Items	234	227	548	141.4
Education Research Reports (ONTERIS Program)	166	82	318	287.8
Cataloguing in Publication (CIP)	0	3	34	1,033.3

<sup>1</sup> Revised

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## Appendix H

### Statistical Summary: Information and Reference Services

	Fiscal Year 1980/81	Fiscal Year 1981/82	Fiscal Year 1982/83	Percentage Change 1981/82 - 1982/83
<u>Circulation</u>				
Loans:				
Monographs	2,247	2,591	3,036	17.2
Government Publications	1,297	3,572	2,638	(26.1)
Newspapers	158	215	267	24.2
Periodicals	19	1	85	8400.0
Videotapes	1	1	0	---
Other (Uncatalogued items)	45	133	287	115.8
Total	3,767	6,513	6,313	(3.1)
Interlibrary Loans				
Borrowed - Volumes	196	288	240	5.3
Borrowed - Photocopies (items)	183	537	510	(5.0)
Loaned - Volumes	362	586	318	(45.7)
Loaned - Photocopies (items)	102	126	141	11.9
Total Items (excludes unfilled requests)	843	1,477	1,209	(19.0)
<u>In-Library Use</u>				
Monographs	10,921	27,434	25,034	(8.7)
Government Publications	40,521	57,032	81,922	43.6
Current Data Files Consulted	1,909	3,135	3,908	24.7
Microforms				
Microfiche (sheets)	129	213	618	190.1
Microfilm (reels)	839	1,028	1,363	32.6
Videotapes	4	14	49	250.0
Periodicals	1,320	8,274	7,492	(9.5)
<u>Articles Supplied by Photocopy</u>				
Periodical Contents				
Articles Requested	3,131	2,958	4,011	35.6
Pages Photocopied	21,917	20,709	28,061	35.5
Periodical Selections				
Articles Requested	380	837	1,246	48.9
Pages Photocopied	3,582	7,515	10,711	42.5
<u>Reference</u>				
Inquiries	11,385	15,988	15,968	(0.1)
Computer Searches	377	798	746	(6.5)
Bibliographies Compiled	9	40	18	(5.5)
Current Awareness Services (issues)				
Periodical Contents	29	35	43	22.9
Periodical Selections	6	8	11	57.1
Selected New Titles	8	12	10	(16.7)
Courier Service (trips)	655	1,547	1,217	(21.3)
Library Tours (groups)	12	24	46	64.3



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Appendix I

Statistical Summary: Press Clipping Service

	Fiscal Year 1980/81	Fiscal Year 1981/82	Fiscal Year 1982/83	Percentage Change 1981/82 - 1982/83
Number of Clippings Distributed	925,071	1,276,986 <sup>1</sup>	1,720,441	34.7
Number of Clients (31 March)	104	131	147	12.2

<sup>1</sup> Revised

Annual Report, 1982/83

Appendix J

Statistical Summary: Legislative Research Service

	Fiscal Year 1980/81	Fiscal Year 1981/82	Fiscal Year 1982/83	Percentage Change 1981/82 - 1982/83
<u>Projects Completed by Source of Request:</u>				
Individual Members	76	277	273	(1.4)
Committees	130	180	129	(28.3)
Senior Assembly Officials	18	21	48	128.6
Other	8	10	11	10.0
TOTAL	232 <sup>1</sup>	488	461	(5.5)

Projects Completed by Subject:

Economics	---	85	39	---
Environment	---	12	18	---
History	---	10	17	---
Interdisciplinary	---	5	4	---
Legal	---	79	83	---
Political Affairs	---	185	220	---
Science and Technology	---	12	3	---
Social Affairs	---	82	68	---
Transportation and Communications	---	18	9	---
TOTAL	232 <sup>1</sup>	488	461	(5.5)

<u>Requests for Current Issue Papers:</u>	n/a	609	922	51.4
<u>Requests for Research Review Series:</u>	n/a	n/a	149	---

<sup>1</sup> Estimated

## Annual Report, 1982/83

### Appendix K

#### Publications

##### 1. Current Issue Papers

Berry, Charmaine. Foreign Ownership and Employment in Ontario.  
Current Issue Paper, no. 13. April 1982. 16 p.

Gardiner, Elizabeth. Forestry in Ontario. Current Issue Paper,  
no. 14. April 1982. 23 p.

O'Mara, James. Group Homes for the Mentally Handicapped.  
Current Issue Paper, no. 17. October 1982. 17 p.

----- . Summary of the Report of the Ontario Legislature's Select  
Committee on Pensions. Current Issue Paper, no. 15. May  
1982. 8 p.

Richmond, Jerry. Agricultural Land Preservation. Current Issue  
Paper, no. 16. October 1982. 25 p.

----- . Rent Review in Ontario. Current Issue Paper, no. 18.  
December 1982. 25 p.

##### 2. Research Reviews

Finlay, Kathleen. New Procedural Rules in the House of Commons.  
Research Review, no. 7. January 1983. 4 p.

Gardiner, Elizabeth. Polychlorinated Biphenyls. Research Review,  
no. 2. December 1982. 6 p.

----- . The Spruce Budworm Situation in Ontario. Research Review,  
no. 5. January 1983. 6 p.

O'Mara, James. The Consumer Price Index. Research Review, no. 4.  
December 1982. 7 p.

## 2. Research Reviews (Continued)

O'Mara, James. Ontario and the Agricultural Census.  
Research Review, no. 6. January 1983. 5 p.

----- . Ontario and the Canadian Census. Research Review, no. 3.  
November 1982. 5 p.

Vokes, Margaret. Government Advertising. Research Review, no. 1.  
October 1982. 7 p.

## 3. Bibliographies and Reading Lists

Clarkson, Thora K. Miners and Prospectors of Canada: A  
Bibliography. Toronto: 1982. 80 p.

Forman, Debra, comp. Members' Access to Information. January  
1983. 25 p.

----- . Workmen's Compensation. November 1982. 19 p.

Krueger, Donald R., comp. Acid Rain. Revised October 1982. 15 p.

----- . Backbenchers. January 1983. 7 p.

----- . Closure. February 1983. 7 p.

----- . Office of the Speaker. January 1983. 3 p.

----- . Ontario and the BNA. March 1983. 2 p.

----- . Polychlorinated Biphenyls and Environmental Pollution.  
September 1982. 6 p.

----- . Privileges and Immunities. January 1983. 2 p.

----- . Trucking Deregulation. March 1983. 6 p.

Krueger, Donald R., and Forman, Debra, comps. Wage and Price Controls. November 1982. 15 p.

Krueger, Donald R., and Hynes, Susanne, comps. Accountability and Control of Crown Corporations. Revised April and October 1982. 13 p.

#### 4. Checklists and Indexes

Barnes, Eleanor and Juozapavicius, Danguole. Select Committees of the Ontario Legislative Assembly, 1867 - 1978: A Checklist of Reports. Toronto: Legislative Library, Research and Information Services, 1983. 88 p.

Forman, Debra. Ontario Political Appointments and Elections, 1792 - 1982: Lieutenant Governors, Administrators, Presidents, Governors General, Presidents of Executive Council, and Speakers. February 1983. 8 p.

Krueger, Donald R. Guide to Canadian Ministers since 1968. Revised September and October 1982. 16 p.

#### 5. Serials

Annual Report of the Director, Legislative Library, Research and Information Services, 1981/82. Toronto: 1982.

Catalogue des publications en français du gouvernement de l'Ontario. Vol. 4, no 1 (mars 1982) - vol. 4, no. 4 (déc. 1982). Toronto: le ministère des Services gouvernementaux. Compilé et rédigé par le Service de compilation et de catalogage des Services de bibliothèque, de recherche et d'information.

Memo to Members, no. 7, March 1982 - no. 8, October 1982. 2 issues.

5. Serials (Continued)

Ontario Government Publications Annual Catalogue 1981. Toronto: Ministry of Government Services, c1982. 232 pp. Compiled and edited by the Checklist and Catalogue Service of the Legislative Library, Research and Information Services.

Ontario Government Publications Monthly Checklist of Titles Received. Vol. 12, no. 1 (Jan. 1982) - v. 12, no. 12 (Dec. 1982). Toronto: Ministry of Government Services. Compiled and edited by the Checklist and Catalogue Service of the Legislative Library, Research and Information Services.

Periodical Contents, no. 90, 2 April 1982 - no. 138, 25 March 1983. 49 issues.

Periodical Selections, vol. 4, no. 1, April 1982 - vol. 4, no. 10, February 1983. 10 issues.

Selected New Titles, vol. 4, no. 1, April 1982 - vol. 4, no. 10, March 1983. 10 issues.

Status of Bills, 7 April - 30 June 1982; 16 August 1982; 30 September - 22 December 1982; 19 January - 3 March 1983. 33 issues.

6. Other Publications

Krueger, Donald R. "Active Librarianship: A Review and Commentary." INFOPORT: The Communications Network for Information Professionals (May 1982). 2 p.

———. "Aurora: Canada's First Electronic Newsmagazine." INFOPORT (October 1982). 1 p.

———. "Knowledge and Information." Canadian Library Journal 39 (June 1982): 177.



Krueger, Donald R. "National Online Meeting: Conference Report." INFOPORT (June 1982). 4 p.

———. "North York Public Library to Offer Microcomputers for Public Use." INFOPORT (October 1982). 1 p.

———. "Office of the Future: News and Commentary." INFOPORT (May 1982). 1 p.

———. "The Psychology of Information Searching: Towards a Systems Satori for Information Professionals." Paper presented at the 10th annual conference of the Canadian Association for Information Science, Ottawa, Ontario, 3 May 1982. 16 p.

———. Review of The Employment Implications of Computers and Telecommunications Technology, by Stephen G. Peitchonis. INFOPORT (June 1982). 1 p.

Krueger, Donald R., comp. "Excerpts from Recent Library Literature." INFOPORT (July 1982). 2 p.

———. "Microcomputer and Related Literature." INFOPORT (February 1983). 4 p.

Krueger, Donald R., ed. Microcomputers for Libraries: How Useful Are They? Edited by Jane Beaumont and Donald Krueger. Ottawa: Canadian Library Association, 1983. 123 p.

Land, Brian. "Canadian Correspondent's Report." The ALA Yearbook; A Review of Library Events, 1981. (Volume 7, 1982) Chicago: American Library Association, 1982. pp. 297-303.

———. "Canadian Parliamentary Libraries in the Network Context." Paper delivered to the Parliamentary Libraries Section, International Federation of Library Associations, Montreal, 25 August 1982. 19 p. Typescript.

6. Other Publications (Continued)

Land, Brian. "Freedom of Information in Canada at the Federal Level." In Communicating Public Access to Government Information: Proceedings of the Second Annual Library Government Documents and Information Conference. Edited by Peter Hernon. Westport, CT.: Meckler Publishing, 1983. pp. 19-32.

----- . "Guest Editorial: [Bill C-43, An Act to Enact the Access to Information Act]". Feliciter 28 (April 1982) : 3.

----- . Review of Canadian Reference Sources: A Selective Guide, 2d ed., by Dorothy E. Ryder. Canadian Library Journal 39 (October 1982) : 345.

Morgan, Lynn. "Video Display Terminals: A Report for the Legislative Library." [Toronto]: The Library, June 1982. Typescript.

O'Mara, James. An Historical Geography of Urban System Development: Tidewater Virginia in the 18th Century. Geographical Monographs, no. 13. Toronto: Department of Geography, Atkinson College, York University, 1983. 352 p.

----- . "The Spatial Consequences of Financing Arrangements on the Development of Toronto's Waterfront, 1910-1950." Paper presented to the Annual Meeting of the Eastern Historical Geography Association. Pittsburgh, Pennsylvania. 24 September 1982. Typescript.

## Annual Report, 1982/83

### Appendix L

#### Staff Roster\*

(1 April 1982 - 31 March 1983)

##### Director's Office

Director:	R. Brian Land, B.A., M.A., B.L.S., M.L.S.
Executive Assistant to the Director:	F. Diane Teeple, B.A., B.L.S., M.L.S., LL.B. (Resigned 31 January 1983)
Secretary to the Director:	Joan Shields
Accounts Clerks:	Margaret Chomik, 1 June 1982 - 31 March 1983 (Contract)  Sumi Johnson
Budget Adviser:	Sigrid Fromhold-Treu, 10 January - 31 March 1983 (Part-time; contract)

##### Legislative Library Service

Executive Coordinator:	E. Patricia Hay, B.A., B.P.H.E., B.L.S., M.L.S.
Clerical Assistant:	Una Bruce
Word Processor Operator:	Denise M. Debney
Clerk/Typist:	Edith Henderson (Part-time; contract; resigned 31 March 1983)

##### Collections Development

Head:	Thora K. Clarkson, B.A., B.L.S. (Appointed 25 October 1982)  Joy Mauerhoff, B.A., B.L.S. (Resigned 9 April 1982)
-------	--

\* Excludes G.O. Temporary Staff.

### Collections Development (Continued)

Librarian: Donna Burton, B.A., M.L.S. (Acting Head 1 May - 25 October 1982)

Technicians & Other Support Staff: Linda Joy, Book Repair Technician, 7 February - 25 March 1983 (Part-time; contract)

Assunta Molino (Appointed 3 August 1982)

Mary Jane Park, B.A., 1 April - 13 August 1982 (Contract)

Deborah Salisbury, B.A.

Student Assistant: James McConnell, 10 May - 27 August 1982

### Technical Services and Systems

Head: Pamela Stoksik, B.A., B.L.S.

Librarians: Janice Mabey, B.A., M.L.S., 29 November 1982 - 31 March 1983 (Contract)

Lynn Morgan, B.A., M.L.S.

Anthony Raymond, B.A., M.L.S., 29 November 1982 - 30 March 1983 (Contract)

Annemarie Toth-Waddell, B.A., M.L.S.

Marilyn Y. White, B.A., B.L.S.

Technicians and Other Support Staff: Waltraud Al-Zain, B.A., Cataloguing Assistant

Christine Broster, B.A., Acquisitions Technician

Wayne Burton, Cataloguing Assistant

Dawn Campbell, Data Entry Clerk

Surita Dey, Acquisitions Technician (Appointed 3 May 1982)

Lori Erwin, Government Publications Technician

Lorraine Guarino, Receptionist/Typist (Resigned 27 May 1982)

## Technical Services and Systems (Continued)

### Technicians and Other Support Staff (Continued)

Julia Jhaveri, B.A., Data Entry Clerk

Robert Kiddey, Cataloguing Assistant

Marilena Natale, Acquisitions Technician,  
1 February - 31 March 1983 (Contract)

Rose Ocampo, B.S.S.W., M.A., Senior  
Acquisitions Technician

Lynda O'Connor, Receptionist/Typist (Appointed  
19 July 1982)

Donna Smith, Cataloguing Assistant

Angela Wilke, Senior Government Publications  
Technician

### Student Assistants:

Alison Brown, 23 November 1982 - 25 March  
1983 (Part-time)

Richard Dubé, 10 May 1982 - 27 August 1982;  
15 September - 31 March 1983 (Part-time)

Gail Johns, 10 May 1982 - 27 August 1982;  
6 December 1982 - 7 January 1983

Thomas Jordan, 17 September 1982 - 1  
November 1982

Lee Anne Winton, 10 May 1982 - 3 September  
1982; 17 September 1982 - 21 January 1983  
(Part-time)

## Checklist and Catalogue Service

### Manager

Linda L. Reid, B.A., B.L.S., M.L.S.

### Librarian:

Carolyn Barnes, B.A., M.L.S.

### Administrative Clerk:

Pulver Zajfman

### Library Technician:

Donna Stellar

### Student Assistant:

Alison Brown, B.A., 17 May - 3 September 1982



## Information and Reference Services

Head: Mary E. Dickerson, B.A., B.L.S., M.L.S.

Librarians: Eleanor Barnes, B.A., B.L.S.

Mary Faulkner, B.A., M.S.

Debra Forman, B.A., M.A., M.L.S., 1 April -  
30 September 1982 (Contract; appointed 1  
October 1982)

Robert Gardner, B.A., M.L.S.

Susanne Hynes, B.A., M.L.S., 1 April 1982 -  
31 March 1983 (Part-time; contract)

Donald Krueger, B.A., M.L.S.

Marion Rubenstein, B.A., M.A., M.L.S., 4  
October 1982 - 31 March 1983 (Contract)

Susan Waintman, B.A., M.L.S.

### Technicians and Other Support Staff:

Rosamond Austin, B.A., Reference Assistant

Alastair Boyd, Mus. B., M. Mus., Information  
and Reference Clerk

Christine Carmichael, Circulation Technician  
(Appointed 25 May 1982)

Estelita Chan, B.A., Periodicals/Audiovisual  
Technician

Margherita DiConza, General Clerk/Cleaner

Lorraine Hall, B.A., Current Data File  
Technician (Appointed 27 September 1982)

Marian Hourd, Reference Assistant (Promoted  
9 September 1982)

Natalie Litwin, B.A., Reference Assistant

Tamara Mann, Periodicals/Microform Technician

Nancy O'Shea, Senior Circulation Technician  
(Appointed 9 September 1982)

Martha Parrott, A.B., M.A., Ph.D., Senior  
Current Data File Technician (Resigned 10  
September 1982)

## Information and Reference Services (Continued)

### Technicians and Other

#### Support Staff (Continued)

Rosie Reda, Senior Current Data File Technician (Promoted 13 September 1982)

Vedi Singh, Current Data File Clerk Assistant

Mary F. Soplet, General Clerk/Cleaner

Dianne Warrick, B.A., Circulation Technician (Resigned 6 April 1982)

#### Driver/Messenger:

Brian Bailie, 3 August 1982 - 31 March 1983 (Contract)

#### Student Assistants:

Murray Adams, 13 September 1982 - 29 April 1983 (Part-time)

Don Anderson, 1 April - 23 April 1982 (Part-time)

Aspi Balsara, 4 October 1982 - 29 April 1983 (Part-time)

Elizabeth DeFrietas, 25 May 1982 - 27 August 1982

Yoko Kato, 1 April - 30 April 1982 (Part-time)

Peter McGee, 1 April - 16 April 1982 (Part-time)

Nancy McNee, 25 May - 27 August 1982

Barbara Mulstein, 10 September 1982 - 29 April 1983 (Part-time)

Peter Roffman, 10 September 1982 - 29 April 1983 (Part-time)

Vivian Thomas, 1 April - 27 August 1982

Brian Tobin, 13 September 1982 - 25 March 1983 (Part-time)

## Press Clipping Service

#### Manager:

Christine Landry, B.J.

#### Assistant Manager:

Susan Hansen, B.Sc.

#### Clerical Staff:

Erica Bene

George Britton

Press Clipping Service (Continued)

Mary Bull

Winnifred Cooke (Appointed 1 June 1982)

Nancy Cummings

Margaret Heslin

Mary A. Pinto (Appointed 5 July 1982)

Ellie Rodden

Gary Schaller, 31 March - 30 June 1982  
(Contract)

Student Assistant: Donna Lutz, 10 May 1982 - 27 August 1982

Legislative Research Service

Chief: Linda M. Grayson, B.A., M.A. Ph.D.

Research Officers: Charmaine Berry, B.A., 1 April - 10 September  
1982 (Contract)

Kathleen Finlay, B.A., M.A. (Appointed 1  
February 1982)

Helen Fritz, B.A., M.A., 1 December 1982 - 31  
March 1983 (Contract)

Elizabeth Gardiner, B.A., M.E.S.

James Girling, B.A., M.A., M.B.A., LL.B.  
8 September 1982 - 31 March 1983 (Contract)

Philip Kaye, B.A., LL.B.

Merike Madisso, B.A., B.Ed., M.A., LL.B.

James O'Mara, B.A., M.A., Ph.D.

Jerry Richmond, B.A., M.A.

Margaret Vokes, B.A., M.A. (Resigned 21  
October 1982)

Library Technician: Elaine Campbell, B.A. (Appointed 1 December  
1982)

Legislative Research Service (Continued)

Secretary: Pirinka P. Macleod

Clerk/Stenographer: Norma Ferguson, B.A.

Bernard Grumet (Resigned 29 April 1982)

Word Processor Operator: Elaine Wiggins













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## Legislative Library

# Annual Report of the Director 1983/84



*Library Parliament Buildings West Wing*



*Reading Room Parliament Buildings East Wing*









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Legislative Library

**Annual Report of the Director 1983/84**

## Cover Illustrations

The Legislative Library has provided service to legislators from a number of locations during its long history:

- Top Left:** Legislative Library, West Wing, Parliament Buildings, Front Street, 1832-1867.
- Top Right:** Reading Room, Legislative Library, East Wing, Parliament Buildings, Front Street, 1832-1867.
- Middle Left:** Legislative Library, Parliament Buildings, Front Street, circa 1882.
- Middle Right:** Legislative Library, West Wing, Parliament Buildings, Queen's Park, 1893-1909.
- Lower Left:** Mary Faulkner (L) and Susanne Hynes (R), librarians, Information and Reference Services, provide reference service to Mac Penney, researcher, Government Members' Service Bureau. (North Wing, Legislative Building, Queen's Park.)
- Lower Right:** Ann Benson, clerk, Information and Reference Services, operates the microfiche reader/printer. To her left is the Telidon terminal. (North Wing, Legislative Building, Queen's Park.)

Copies of this Annual Report are available from the Ontario Legislative Library, Legislative Building, Queen's Park, Toronto, Ontario M7A 1A2.



Office of  
the Director

Legislative Library,  
Research and  
Information Services

Legislative Building  
Queen's Park  
Toronto, Ontario  
M7A 1A2  
(416) 965-3742

1 May 1984

The Honourable John M. Turner, M.P.P.  
Speaker of the Legislative Assembly of Ontario  
Legislative Building  
Queen's Park  
Toronto, Ontario  
M7A 1A2

Dear Mr. Speaker:

I have the honour to present the Annual Report of the Director  
of the Legislative Library, Research and Information Services  
for the year ended 31 March 1984.

This Report is submitted pursuant to Section 105 (a) of the  
Standing Orders of the Legislative Assembly dated August 1981.

Respectfully submitted,

A handwritten signature in cursive script that reads "R. Brian Land".

R. Brian Land  
Director

## Ontario Legislative Library

### Senior Staff, 1983/84

Director	R. Brian Land, B.A., M.A., B.L.S., M.L.S.
Executive Coordinator	E. Patricia Hay, B.A., B.P.H.E., B.L.S., M.L.S.
Head, Collections Development	Thora K. Clarkson, B.A., B.L.S.
Head, Technical Services and Systems	Pamela Stoksik, B.A., B.L.S.
Manager, Checklist and Catalogue Service	Linda L. Reid, B.A., B.L.S., M.L.S.
Head, Information and Reference Services	Mary E. Dickerson, B.A., B.L.S., M.L.S.
Manager, Press Clipping Service	Christine Landry, B.J.*  Karen Wierucki, B.A., M.L.S.**
Chief, Legislative Research Service	Linda M. Grayson, B.A., M.A., Ph.D.

\* Resigned 30 January 1984.

\*\* Appointed 26 March 1984.



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## Historical Note

The Ontario Legislative Library is the lineal descendent of the parliamentary libraries of Upper Canada (1792-1841) and of the United Province of Canada (1841-1867). Since Confederation, it has been administered successively by the Speaker (1867-1921), by the Minister of Education (1921-1964), by the Provincial Secretary (1964-1972), and by the Minister of Government Services (1972-1976). On 1 April 1976, the Legislative Library became a branch of the Office of the Assembly under the authority of the Speaker.

## The Goal of the Library

The goal of the Legislative Library is to provide information, reference and research services to the Members of the Legislative Assembly, their staff and senior officers of the Assembly. It strives to achieve this goal by selecting, acquiring, cataloguing and servicing the books, periodicals, newspapers, government publications, reports, microforms, press clippings, and other materials in order to enable MPPs to carry out their legislative responsibilities in the most effective and efficient manner.

## Legislative Assembly of Ontario

### Standing Order 105

August 1981

## XVIII LIBRARY

Director's  
report

105.(a) The management of the Library, including regulation of admission, Library hours, and security and preservation of the collection, is the responsibility of the Director of Library Services, subject to such special orders as he may receive from the House, and the Director shall make an annual report to the House.

Catalogue

(b) A catalogue of the books belonging to the Library shall be kept and the reports thereon included in the Director's annual report.

## Ontario Legislative Library

### List of Appointments

- 1867 - 1869 No appointment.
- 1869 Donald Bethune appointed from 22 March to 30 June 1869.
- 1869 - 1870 Alexander Gordon appointed Librarian November 1869; died September 1870.
- 1870 - 1872 No appointment.
- 1872 - 1881 Samuel James Watson appointed Librarian 1 July 1872; died 1881.
- 1881 - 1883 Rev. William Inglis appointed Librarian 16 November 1881; resigned 30 November 1883.
- 1883 - 1892 William Houston appointed Librarian 1 December 1883; resigned 1892.
- 1892 - 1896 William Thomas Rochester Preston appointed Librarian 1 December 1892; resigned 1896.
- 1896 - 1921 Avern Pardoe appointed Librarian 1896; retired 1 February 1921.
- 1921 - 1935 Arthur Trollope Wilgress appointed Librarian 1921; retired 30 September 1935.
- 1935 - 1936 Robert A. Croskery appointed for seven months.
- 1936 - 1939 James John Talman appointed Acting Librarian 1936; resigned 30 July 1939.
- 1939 - 1947 Edith Mabel King appointed Acting Librarian 1939 and Librarian 1944; died 1947.
- 1947 - 1963 Mildred Alys Fraser appointed Acting Librarian 1947 and Librarian 1949; retired 31 August 1963.
- 1963 - 1973 Jean Rodgers Kerfoot appointed Librarian 1 September 1963; retired 30 April 1973.
- 1973 - 1977 Doris Evelyn Wagg appointed Acting Librarian 1 May 1973 and Librarian 1 September 1974; resigned 30 June 1977.
- 1977 - 1978 Eileen Patricia Hay, Senior Librarian, placed in charge from 1 July 1977 to 31 August 1978.
- 1978 - Reginald Brian Land appointed Director 1 September 1978.

#### SOURCES:

Olive M. Bright, "Brief Outline of the Ontario Legislative Library" (Toronto: Legislative Library, 1946), 7 p. Typescript.

Ola A. Cudney, *A Chronological History of the Legislative Library of Ontario* (Ottawa: Canadian Library Association, 1969), Occasional Paper No. 78. 36 p.





Those who have been in charge of the Ontario Legislative Library include: Top, L-R, Rev. William Inglis (1881-1883), William Houston (1883-1892), Avern Pardoe (1896-1921); Middle, L-R, James J. Talman (1936-1939), Mildred A. Fraser (1947-1963), Jean R. Kerfoot (1963-1973); Bottom, L-R, Doris E. Wagg (1973-1977), E. Patricia Hay (1977-1978), R. Brian Land (1978- ).





## Introduction

The year under review began auspiciously with the installation on 9 April 1983 of the online catalogue module of the Geac Library Information System, the first such installation in Canada. By the end of March 1984, more than 23,500 bibliographic records had been entered in the online catalogue. Other highlights of the year included the reorganization of the U.S. government publications and the map collections; the inauguration in September 1983 of automated production of the **Monthly Checklist of Ontario Government Publications**; publication of the Library's bicentennial project, a three-volume reference work entitled **Legislators and Legislatures of Ontario, 1792-1984**; the streamlining of Press Clipping Service work procedures; and an increase of more than 16 percent in research projects undertaken for committees of the Legislative Assembly. Details of these and other developments are described in this report.

A review of four Legislative Library services for the period from January to November 1983 revealed that 121 MPPs, or 96.8 percent, had used one or more of the services. The services examined and the number and percentage of MPPs using them are as follows: Information and Reference Services - 108 of 125 MPPs (86.4 percent) made requests; Legislative Research Service - 86 of 125 MPPs (68.8 percent) made requests (excluding requests made by committees); Press Clipping Service - 80 of 141 clients (56.7 percent) are MPPs; and **Periodical Contents** (a current awareness service) - 31 of 85 clients (36.5 percent) are MPPs. The results of this review are especially gratifying because they indicate that almost all MPPs are making use of the services offered by the Legislative Library.

## Collections Development

The Collections Development section of the Library was established in 1979. Its responsibility is to select books, reports, serials and other materials to meet the information and research needs of the Library's clientele, to monitor collection use, to develop and revise selection and retention policies, and to withdraw systematically materials no longer required.

During the past year, the Library has added many new Canadian law texts and commentaries as well as loose-leaf reporting services and other legal serials dealing with family law, health care, privacy, and the Charter of Rights. Bioethics and the management of toxic wastes were again selection priorities, while a new area of buying interest was the control and use of water resources in North America. Continued demand from Members warrants the purchase of Ontario local histories, and more than the usual number were acquired during the past year. Frequently, these items appear in the catalogues of antiquarian booksellers and, if not purchased promptly, the opportunity to acquire them might not recur.

The Library is generously supported by its users and the past year was exceptional. Some 12,500 government publications and 2,500 books were received as gifts, about one-third of which were added to the collection. Among the donors were the Speaker of the Legislative Assembly, the Office of the Deputy Premier, several Members, and the caucus research offices. A gift from the Great Library of the Law Society of Upper Canada enabled us to fill some gaps in our collection of early provincial **Journals** and **Sessional Papers**.

The collection of U.S. government publications is being reviewed and rationalized. The 80 percent cutback in the exchange and gifts program of the U.S. government prompted a lengthy review of needs by a joint Collections-Reference committee. The objective is to assemble, through gifts or purchase, a collection of U.S. government serials and monographs to meet current and expected user needs. Unfortunately, many needed U.S. government serials which were formerly received free of charge must now be purchased.

The Library's map collection was reorganized and updated during 1983 with student assistance. Topographic coverage for all of Ontario is now complete at the 1:250,000 scale. Street maps have been ordered for major Ontario and Canadian cities together with road maps for each province. Thematic maps include provincial and federal electoral maps and selected historical maps of Ontario. A classification system was developed in-house. Maps extraneous to our own collection were donated to the map libraries of the Archives of Ontario and the University of Toronto.

The reorganization of the U.S. government publications and the map collection were the main reasons for the unusually high volume of materials withdrawn from the Library during the year. In addition, the review of the entire periodical collection was continued, resulting in withdrawals and shipment to the Metropolitan Toronto Library and other libraries and a consequent decline in the number of bound periodicals held by the Library. As always, libraries of the Government of Ontario were given first option on withdrawals. Papers on anthropology and the natural sciences were donated to the University of Toronto, while a collection of NASA reports found a more appropriate location in the University's Institute for Aerospace Studies. An old collection of textbooks authorized by the Ministry of Education was donated to the Archives of the Toronto Board of Education.

In addition to an important collection of pre-Confederation books and legislative papers, the Library is fortunate to own some valuable early foreign imprints, mainly law and travel books. During the summer of 1983, some 1,200 rare, scarce or intrinsically valuable works were identified and moved into locked locations within the Library. Selected works restored and/or rebound by hand include our earliest volumes of the *Upper Canada Gazette* and the *Statutes of Upper Canada*.

The physical preservation of the collection has become an ongoing concern for Collections Development. All libraries face the problem of acidic paper deterioration and ageing of adhesives and leather. The soft calf leather used for quality bookbinding during the 19th century decays into a dust known as "red rot" which is harmful to adjacent books because of the chemical compounds it contains. As an interim measure, many of the Library's lesser-used 19th century books have been encased in acid-free wrappers or boxes. A conservation area has been set up within the stacks for book repair by a Collections Development technician trained at the Archives of Ontario, and selected fragile items of Canadiana are being sent out to professional conservators and design binders for treatment. The Library is indebted to John P. Barton, Head Conservator of the Archives of Ontario, for training and advice in helping to get a modest conservation program under way. In order to give the collection optimum care, the conventional fluorescent lighting in the stacks is being replaced with



full spectrum lighting designed to prevent fading and heat damage to books.

## Technical Services and Systems

The Technical Services and Systems section is concerned with the acquisition, bibliographic control and processing of materials added to the collection, as well as the development and maintenance of the Library's Automated Support System.

The 1983/84 fiscal year began auspiciously with the installation of the online catalogue module during the weekend of April 9 and 10. Some minimal problems were encountered concerning conversion of holdings statements but these were resolved relatively quickly and the online catalogue stabilized. The new catalogue module includes traditional access points such as author, title and subject, in addition to a combined author/title index, keyword indexes for author, title and subject, and a variety of number indexes such as call number and government document number. At the end of March, 1984, there were 23,589 bibliographic records in the online catalogue.

Major problems were encountered, however, with the software for the data entry portion of the Library's programs. As a result, staff were unable to enter bibliographic records for a two-month period in April and May of 1983. Problems in November with the same software again resulted in two weeks of downtime. This meant that data entry staff spent most of the year playing "catch-up" in order to minimize the effects of this downtime on cataloguing production. It is gratifying to report that cataloguing statistics for 1983/84 show a slight increase over 1982/83.

As part of the continuing development cycle of the Automated Support System, staff began to code and input records to create the Library's machine-readable authority file. When operational, this authority file will work in tandem with both the data entry and online catalogue portions of the System. It will expedite the cataloguing process and enhance the enquiry features of the online catalogue. A significant



amount of conversion remains to be done in the authorities area; this work will continue throughout 1984/85. As of March 30, 1984, there were 4,456 records in the authorities data base. When the initial conversion of the manual authority file is completed, it is estimated that the number of records will total approximately 12,000.

The creation of bibliographic records for legislative materials continued during 1983/84. Areas completed included: pre-Confederation commissions of inquiry for Ontario, Ontario standing committees and select committees, federal and provincial journals, debates and gazettes, and appendices to the federal journals. The Ontario government serials project, which began in 1982/83, was also completed.

In the area of acquisitions, the number of orders placed showed an increase of 40 percent over 1982/83. This is partially explained by the necessity to purchase more government publications, particularly from the United States. The decrease in the number of government publications received reflects the overall downward trend in government publishing. It is also indicative of ongoing changes and adjustments in the United States government's exchange and gifts program. The changes in that program began in the 1982/83 fiscal year, but should stabilize during 1984/85.

In summary, 1983/84 continued the pattern of change and development for the Technical Services and Systems section. This pattern promises to continue during 1984/85 as enhancements to the Geac software are installed and retrospective conversion of bibliographic and authority records into machine-readable form is continued.

### **Checklist and Catalogue Service**

The Checklist and Catalogue Service is responsible for cataloguing all Ontario government publications issued by ministries and other bodies designated as Schedule I agencies. This information is disseminated to the public through checklists and catalogues published by the Ministry of Government Services and by Cataloguing-in-Publication data.

The **Monthly Checklist/Liste mensuelle** provides ordering information for all titles released during the month. In January 1984, a separate French-language section was added to each issue in order to provide access and ordering information in French for French-language materials on a monthly basis. Until December 1983, this had been done by a separate French-language quarterly publication, which then ceased publication. The access to French-language materials will be further improved during the coming year by the addition of a subject index in French. The **Annual Catalogue** serves as a bibliography of the material listed in the twelve monthly checklists and also incorporates additional information and consolidations.

The over-all cataloguing statistics declined slightly during the last year, mainly as a result of decreased government publishing. Another contributing factor was the change at the beginning of the last quarter in the way of handling French-language materials. Instead of two catalogue records for each item, one for the **Monthly Checklist** in English and one for the quarterly publication in French, a single French-language record was created for the new section of the **Checklist**.

The Checklist and Catalogue Service is in the process of changing from a manual operation to automated production of its publications. Since August 1983, all catalogue records have been input to the Library's Geac automated system. Computer programs have been designed to extract the relevant records from the system for each **Monthly Checklist**. At present, Geac is developing programs to produce the **Annual Catalogue**. The Checklist staff are working closely with systems staff in setting specifications and evaluating the software at each stage of development. A computer tape containing the records for a particular **Monthly Checklist** is sent each month for automated typesetting. The computer-produced index in each publication provides references to the actual catalogue record, a great improvement over the former manually-produced index which referred to page numbers only. Items appearing in the checklists for the first seven months of 1983 have been coded for the automated system and are currently being input. When this is done and software development completed, data for the **Annual Catalogue** for 1983 will be extracted and formatted by the Geac system.

The Cataloguing-in-Publication program expanded from 34 titles in 1982/83 to 50 titles in 1983/84. Ontario government publications are catalogued by the Checklist and Catalogue Service before they are published, and the cataloguing data is then printed in the publication itself as well as being included in computer systems and bibliographies issued by the National Library of Canada. This program provides publicity for Ontario government publications and is of great assistance to libraries.

In order to improve access to significant Ontario government publications with limited distribution, the Checklist and Catalogue Service staff arrange for such documents to be microfiched. The microfiche are then sold by Publications Services, Ministry of Government Services, the unit responsible for distributing most of the items listed in the **Monthly Checklist**. The Service is also responsible for administering the international standard number programs (ISBN/ISSN) for Ontario government publications, which are a great help to the publishing, bookselling, and library communities.

### **Information and Reference Services**

The Information and Reference Services section responds to requests for information and makes available books, periodicals and materials to Members and other Library clientele. The number of reference inquiries and items circulated during 1983/84 remained close to the levels reached in the previous two years. However, the volume of interlibrary loans increased by 27.2 percent and computer-based reference searches by 11.1 percent. These figures are an indication of the increasing complexity of reference inquiries which can only be answered by calling on resources outside the Library's own collection. As well, there has been an increasing demand for up-to-the-minute information which is not available in print form, making it necessary for staff to rely more heavily on telephone calls to obtain information. A review of the reference service revealed that 108 of 125 MPPs requested reference assistance during 1983/84, although usage by MPPs, our primary clientele, declined from 55 percent of total reference inquiries during 1982/83 to 51 percent during 1983/84. Requests from the civil service increased by 8.7 percent during the year.



After many months of intensive research, compiling and editing, the Library's bicentennial project, a three-volume reference work entitled **Legislators and Legislatures of Ontario, 1792-1984**, was published in late March. Prepared by Debra Forman, a librarian on the staff of Information and Reference Services, the publication provides an authoritative chronological listing of members and legislatures as well as information regarding constituencies and elections. The work is supplemented with appendices, tables and indices relating to officers of the House, Premiers and Legislative Councillors.

During 1983/84, Information and Reference Services continued its trend toward greater use of computer technology to support reference functions. The installation of the Geac online catalogue on 9 April 1983, established a landmark for reference staff members, who for the first time had subject access to the Library's government publications collection. All reference desk staff were trained to use the IBM PC for commercial database searching and, by December, staff were downloading selected searches for off-line printing. The ability to search at higher speed and to download searches for review off-line will result in lower searching costs over time. During the Fall, Ann Lessard, a University of Toronto Faculty of Library and Information Science practicum student, worked with Library staff in evaluating DBMS packages appropriate for use in developing a list of current serials and in-house reference files.

Three new database services were added to the seven already available in the Library. Telichart, the Statistics Canada database which uses Telidon technology for graphic display of CANSIM statistical data, was added in September and has been used primarily by Legislative Research Service officers to supplement statistical information provided in research reports to MPPs. BRS, a multi-disciplinary database system, was added in February 1984 in order to provide access to ONTERIS (Ontario Education Resources Information System) documents. EUROLEX, a legal database of English-language British and European law, was added in March 1984. Regrettably, the Library lost access to the New York Times Infobank database in August 1983, when access to this database was restricted to the United States.

Use of the microform collection and microform reader-printers increased dramatically during the year, in part because the Library has been acquiring a larger number of publications in microformat. A major source of growth in this collection was attributable to a shift to microformat by the U.S. federal government exchange and gifts program. Because of this major change in the form of materials in the U.S. government publications collection, two members of the Information and Reference staff were actively involved with Collections Development staff in reviewing the existing hardcopy collection, in making decisions on items to be withdrawn and in selecting items that the Library should continue to receive.

After several years of rapid growth of the periodicals collection, Serials staff, in cooperation with Collections Development staff, began a comprehensive review of titles to decide on appropriate retention periods and to identify gaps or imbalances. As part of the review, work was begun on developing subject and geographic lists of current subscriptions. A periodicals usage survey was conducted between September 1983 and February 1984 and will be used in conjunction with the subject/geographic lists to establish a policy for future growth of the periodical collection.

Two other areas of collection growth have had an impact on Information and Reference Services staff time. As a result of the increase in the number of loose-leaf services on subscription, staff have been spending an average of 60 hours per month filing updates. To provide more complete local news coverage of provincial issues, Current Data File staff increased the number of out-of-Toronto news stories added to the file by 25.6 percent over 1982/83.

During the year, Mary Dickerson, Head of Information and Reference Services, met with caucus research directors to discuss reference services. The discussions provided the opportunity for clarifying a number of library policies and resulted in some suggestions for changes in procedure which have since been implemented. In response to caucus requests, the Library began lending Statistics Canada publications on overnight loan to caucus and Library researchers and extended the closing hour to 6 p.m. on Wednesday during the Session.



## **Press Clipping Service**

The Press Clipping Service supplies, on request, copies of articles on a wide range of topics of current interest appearing in eighteen Ontario daily newspapers and two Ontario financial weekly newspapers. The Service is available to Members of the Legislature, caucus staff and senior staff of the Legislative Assembly.

During 1983/84 the client load remained at the same level as 1982/83. Staff members were encouraged to note that 80 of the 125 MPPs are clients of the Service. Through further refinement of subject codes, the staff was able to reduce the volume of clippings distributed and at the same time provide clients with items that more closely matched their subject requirements. Unsolicited comments from a number of clients indicated that the Service is regarded as very useful.

As of 31 March 1983, 40 clients had elected to receive French-language coverage provided by Ottawa **Le Droit**. During the year, this service was expanded to allow clients the choice of selecting subjects from the subject code list or of continuing to receive all articles clipped from **Le Droit**.

Christine Landry, Manager of the Press Clipping Service since January 1982, resigned effective January 23, 1984, to accept a position with the Office of the Chief Election Officer. During her tenure, she streamlined a number of procedures and developed a more effective subject codes list which improved the Service. Karen Wierucki was appointed as the new Manager on March 26, 1984.

## **Legislative Research Service**

The Legislative Research Service provides research assistance to individual MPPs on request and to committees of the House at the request of their Chairmen. During the past year, the Research Service pushed its capacity to the limit in order to meet the peak demands of individual Members and committees in a satisfactory and timely manner. In total, 431 requests were dealt with during 1983/84 of which

225, or 52.2 percent, originated with individual Members and 150, or 34.8 percent, originated with committees.

Although requests from individual Members declined during the year in absolute numbers, there are two offsetting factors. First, many of the projects requested by senior officers of the Assembly are intended for the use of groups of Members travelling to other jurisdictions on official business or for Members meeting with official delegations visiting Ontario. Second, the trend, noted last year, toward more complex, comparative analyses has continued through 1983/84. In general, the short, straightforward, descriptive approach that typified many requests three or four years ago has given way to more comprehensive and analytical research requests that require a greater time commitment from staff.

Although requests from individual MPPs continue to account for slightly more than half of all projects received, committee assignments dominated the workload during peak periods for two reasons. First, the assignment of staff to a committee requires attendance at all committee meetings. In 1983/84, 273 committee sessions were attended compared to 162 for 1982/83, an increase of 68.5 percent. Secondly, although the drafting of a committee report constitutes one project only, it is not unusual for such a report to take six to eight full weeks of a research officer's time. This past year five such reports were drafted, four of them during the Fall when requests from Members tend to peak.

The Research Service provides full and ongoing support to several committees including Members' Services (Jack Johnson, Chairman), Procedural Affairs (Dick Treleaven, Chairman), and Public Accounts (Pat Reid, Chairman). The Procedural Affairs and Public Accounts committees meet weekly while the House is in Session and schedule more extended meetings during the inter-session period. Research assistance involves the preparation of background materials for the meetings as well as the writing of a draft report to reflect the committee's findings.

The Research Service also provided summaries of recommendations for

the Administration of Justice Committee (Al Kolyn, Chairman), during its deliberations on Bills 100, 122, and 123. Full research support was given to the Committee during its hearings on the White Paper dealing with Loan and Trust Companies. This assistance included drafting the Committee's report. The Resources Development Committee (Bill Barlow, Chairman), received assistance during its hearings and deliberations on the White Paper related to Workers' Compensation. Similarly, the Social Development Committee (Alan Robinson, Chairman) had research support during its hearings and deliberations on Child Abuse as well as during its consideration of the draft Child and Family Services Act. Some assistance was also provided to the Standing Committee on Regulations and Statutory Instruments (George Kerr, Chairman) during its discussion on Bill Pr 13.

Although taxed to the limit throughout most of 1983/84, the Research Service managed to publish two Current Issue Papers and nine Research Reviews on subjects of general interest to legislators. In addition to maintaining and, where possible, enhancing the existing level of service to MPPs and committees of the House, the Research Service has undertaken preliminary work on the preparation of biographical sketches of Speakers of the Legislative Assembly of Ontario since 1867 with the intention of publishing a booklet during the coming year.

#### **Director's Visit to China under Cultural Exchange Agreement**

Brian Land, Director of the Legislative Library, was one of a delegation of four Canadian librarians who visited the People's Republic of China from 5 to 17 October 1983, in return for a visit paid to Canada in 1982 by a group of four Chinese librarians under the Canada/China Cultural Exchange Agreement. Other members of the Canadian delegation were Dr. Guy Sylvestre, National Librarian of Canada, who headed the delegation; Hope Clement, Associate National Librarian of Canada; and Douglas McInnes, University Librarian, University of British Columbia.

The trip included visits to libraries and to cultural and historical sights. While in Beijing, the delegation visited the National Library of China, which made the arrangements for the trip, the Chinese Academy of



Sciences (Academia Sinica), the Institute for Scientific and Technical Information of China, and the University of Beijing Library. On 8 October, the delegation was officially received by Chu Xuei-Fam, Vice-Chairman of the National People's Congress, in the Great Hall of the People. Also included in the program were visits to the Great Wall, the Ming Tombs and the Forbidden City.

After five days in Beijing, the delegation flew to Nanjing where visits were made to the provincial library of Jiangsu and to the University of Nanjing. The final leg of the trip included visits to the municipal library in Suzhou and to the Shanghai Public Library and the Shanghai Museum.

The libraries visited have very large collections, principally of Chinese materials, although all of them collect English-language materials extensively. The delegation found the libraries to be heavily used by scholars, students and members of the general public. None of the libraries visited had yet made significant use of computer technology although all expressed interest in learning more about library applications of computers.

En route to China, the delegation made a stopover in Tokyo where it met with officials of the National Diet Library. While in Tokyo, the delegation also paid a visit to the modern new library at the University of Keio.

### **Ontario Government Librarians' Council**

Several members of the Library staff were actively involved during the year in the work of the Ontario Government Librarians' Council, the body that brings together representatives from more than sixty libraries to discuss matters of mutual interest and concern. Brian Land, Director, served as Vice-Chairman of the Council for 1983/84 and was elected Chairman for 1984/85. Linda Reid, Manager of the Checklist and Catalogue Service was elected as a Director of Council for 1984/85. Susan Waintman, Assistant Head of Information and Reference Services and Wayne Burton, library technician in Technical

Services and Systems, served on the Continuing Education Committee for 1983/84, and Mary Dickerson, Head of Information and Reference Services, was a member of an ad hoc group to develop a public relations program for the Council.

## **Organization and Staffing**

An organization chart for the Legislative Library is provided in Appendix B and a staff roster appears in Appendix L. As of 31 March 1984, the regular full-time staff complement totalled 76 as follows: Office of the Director 5; Collections Development 4; Technical Services and Systems 17; Checklist and Catalogue Service 4; Information and Reference Services 22; Press Clipping Service 10; Legislative Research Service 14. In addition, there were 9 unclassified contract positions (6 of them part-time), 6 part-time student positions and 11 summer student positions.

## **Staff Activities**

Members of the staff of the Legislative Library continued to play an active role in the work of outside library organizations. Brian Land, Director, served as President of the Association of Parliamentary Librarians in Canada and initiated that body's first newsletter. He continued as Chairman of the Resource Network Committee of the National Library Advisory Board, as the Canadian Library Association representative on the Book and Periodical Development Council, as a member of the Editorial Board of **Focus**, the magazine of the Ontario Library Association, and as a member of the Auditor General's Audit Advisory Committee for the comprehensive audit of the National Library of Canada. He appeared on a panel on "Freedom of Information: Impact on Society of Libraries," at the annual conference of the Ontario Library Association, 27 October 1983, and addressed students at the Faculty of Library and Information Science of the University of Toronto on "Access to Government Information in Canada" on 8 December 1983 and 15 March 1984. Pat Hay, Executive Coordinator, coordinated the 1983 Cancer/Heart/Diabetes Campaign



and the 1983 and 1984 Red Cross Blood Donor Clinics for employees of the Office of the Assembly.

Pamela Stoksik, Head of Technical Services and Systems, continued to serve on the Canadian Committee on Cataloguing as the representative of the Toronto Chapter of the Special Libraries Association. She spoke about "Budgeting for Automation" at the Spring Workshop of the Toronto Association of Law Libraries, and about the Legislative Library's implementation of Geac online catalogue at the annual conference of the Ontario Library Association and to the University of Waterloo Librarians' Association. Lynn Morgan, Systems Librarian, Technical Services and Systems, continued to serve as Secretary of the Ontario Geac User Group and spoke to students in the Systems Analysis course at the Faculty of Library and Information Science, University of Toronto. Lori Erwin, Government Publications Technician, Technical Services and Systems, spoke to the Special Libraries class of the Library Techniques program at Seneca College on "Government Publications".

Mary Dickerson, Head of Information and Reference Services, represented the Library on the House Information Systems Working Group of the Office of the Assembly, and served as Secretary of the Toronto Chapter of the Special Libraries Association for 1983/84. Bob Gardner, librarian, Information and Reference Services, addressed a Toronto Public Library Workshop on Libraries and Microcomputers on 30 May 1983 and a Continuing Education Meeting of the Ontario Government Librarians' Council on "Going Personal with Micros" on 8 December 1983. Eleanor Barnes, librarian, Information and Reference Services, served as Acting Chairperson for the Special Interest Group on Government Libraries at the annual conference of the Canadian Association of Law Libraries in Saskatoon in May 1983.

During 1983/84, the Legislative Library had representatives at the annual conferences of several major library associations. These included the Canadian Association of Law Libraries in Saskatoon, May; the Canadian Library Association in Winnipeg, June; the American Library Association in Los Angeles, June; the Special Libraries Association in New Orleans, June; the Ontario Association of Library

Technicians in Sudbury, May; and the Ontario Library Association in Toronto, October. In order to keep informed of new developments that are of interest to Members and their committees, research officers attended conferences sponsored by the Centre for Policy Alternatives, the Canadian Bar Association, the Canadian Institute of Planners, the Canadian Political Science Association, the McGill-Queen's Industrial Relations Institute and the Ontario Ministry of Industry and Trade. These conferences provide staff the opportunity to attend program sessions on topics of special interest, to meet and consult with colleagues from other libraries and institutions on matters of mutual concern, and to participate in furthering the objectives of the respective associations.

### Visitors to the Library

Among the visitors to the Legislative Library during the year were: Professor Xu Buzeng, Research Institute of Information, Academy of Social Sciences, Shanghai, China; Hillas de S.C. MacLean, Parliamentary Librarian, Department of the Parliamentary Library, Parliament of Australia, Canberra; Phillipe Sauvageau, Directeur-général, La Bibliothèque publique de l'Institut canadien, Québec City; Jacques Prémont, Directeur, La Bibliothèque de l'Assemblée nationale du Québec, Québec City; Patricia Cherniack, Government Documents Librarian, and Barbara Kerfoot, Legislative Library of Manitoba, Winnipeg; the Hon. Herbert Swan, Speaker, Dwain Lengenfelder, Opposition House Leader, and Paul Meagher, M.L.A., Legislative Assembly of Saskatchewan; and Bob Elliott, M.L.A. (Grande Prairie), Legislative Assembly of Alberta.

The installation of the Geac online catalogue proved to be an attraction for visitors. Among those who visited the Technical Services and Systems section to see a demonstration of the catalogue module were: Sid Fosdick, Brock University Library, St. Catharines; Marion Wilburn, Coordinator, Library Technician Program, and Geraldine Hughes, Sheridan College, Oakville; Jean Weihs, Course Director, Library Techniques Program, Seneca College, Willowdale; Kaye Kishibe and Helja Khan, Toronto Public Library; George Shirinian, York Public

Library; Duncan McPhee, Metropolitan Toronto Separate School Board; a group from the University of Waterloo Library; librarians from the Ontario Ministry of Correctional Services Library; and representatives from the Ontario Ministry of the Environment.

### Appreciation

The Director would like to express his appreciation to the Speaker of the Legislative Assembly, the Hon. John M. Turner, to the Members of the Board of Internal Economy, and to the senior officers of the Office of the Assembly for their cooperation and continuing support of the work of the Legislative Library. A special word of appreciation goes to Christine Landry, who resigned as Manager of the Press Clipping Service in January, for her contribution to that important service.

R. Brian Land  
Director





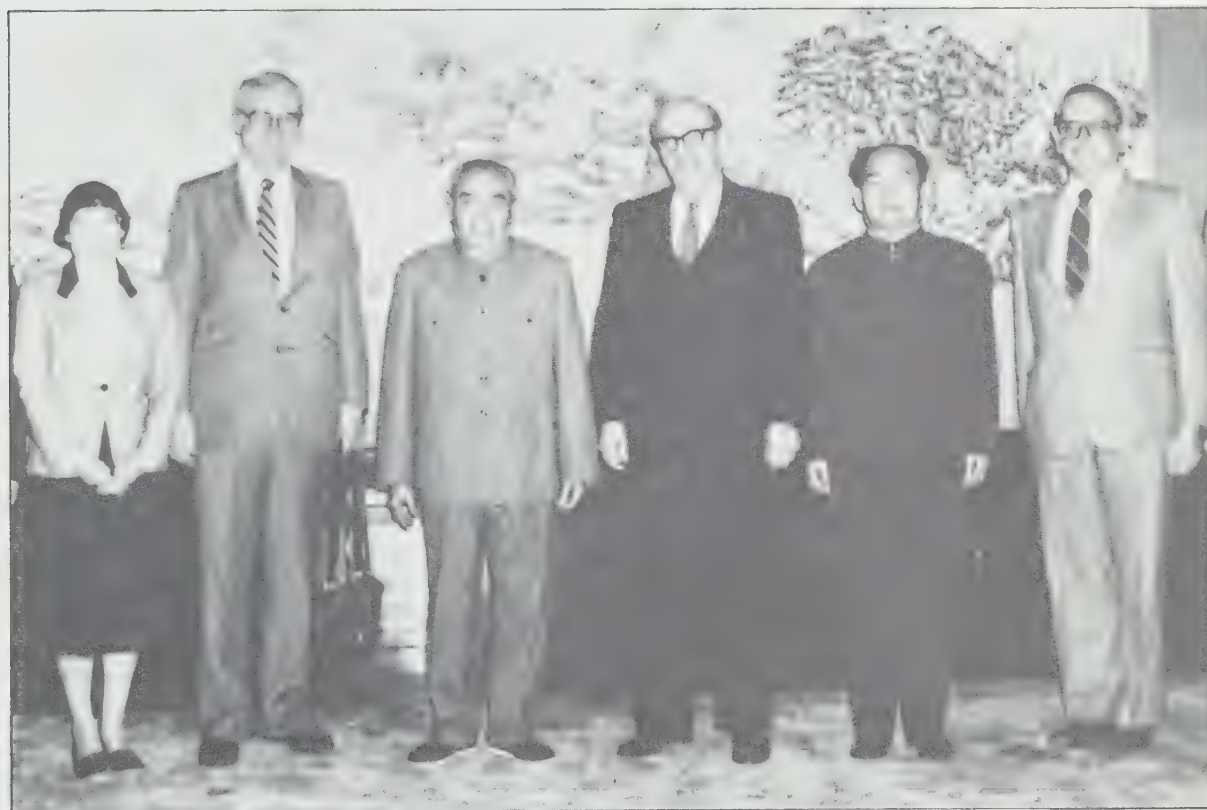
Hillas MacLean, Parliamentary Librarian, Canberra, Australia, who visited the Ontario Legislative Library in July 1983, is shown here (R) with Brian Land, Director, examining the manuscript *Journals* of the first session of the First Parliament of Upper Canada, 1792.



Brian Land, Director of the Legislative Library, was one of a delegation of four Canadian librarians who visited China in 1983. En route to China, the delegation met with Mashiro Arao, Director of the National Diet Library of Japan, (far right) and his senior staff in Tokyo.



Dr. Guy Sylvestre, then National Librarian of Canada, Hope Clement, Associate National Librarian, Douglas McInnes, University Librarian, University of British Columbia and Brian Land, Director, Legislative Library, (L-R), examine an ancient scroll at the National Library of China, Beijing.

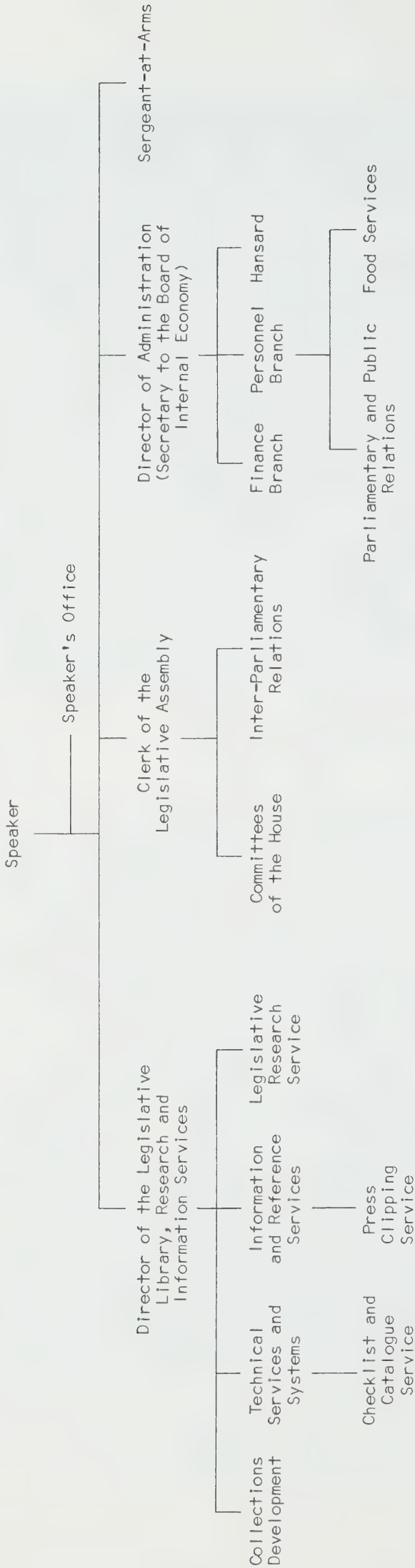


Mr. Chu Xuei-Fam (3rd from L), Vice-Chairman of the Standing Committee of the National People's Congress, received the Canadian delegation in the Great Hall of the People. Mr. Ding Zhigang, Deputy Director, National Library of China, (2nd from R) acted as official host for the group's visit to China.



Appendix A

Administrative Structure:  
Ontario Legislative Assembly



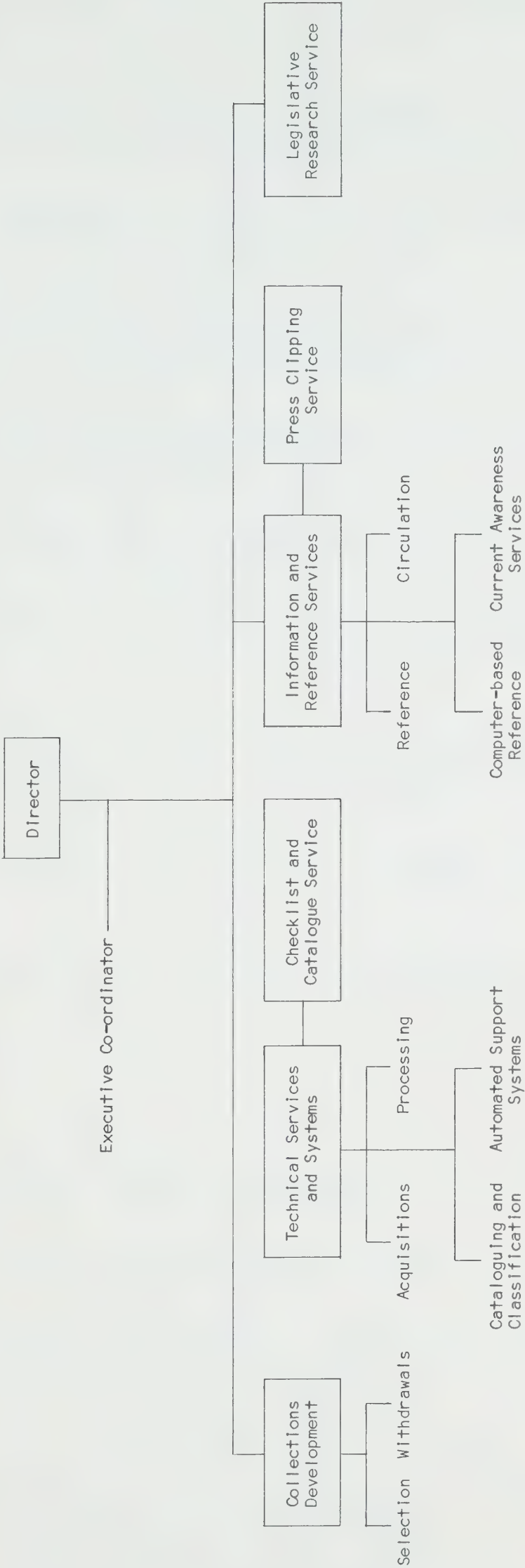
**Note:** The Provincial Auditor, Ombudsman/Ontario and the Commission on Election Contributions and Expenses and the Office of the Chief Election Officer report to the Speaker and, for the purpose of financial control, funds and staff complements are approved by the Board of Internal Economy.<sup>1</sup>

**Note:** The Clerk of the Legislative Assembly is the Chief Permanent Officer of the House, reporting to the Speaker. The Director of Administration, the Director of the Legislative Library, Research and Information Services and the Serjeant-at-Arms also report to the Speaker.<sup>2</sup>

<sup>1</sup>SOURCE: **Manual of Administration.** Toronto: Office of the Assembly, 1981. p. 1-2-1.

<sup>2</sup>SOURCE: **Allowances and Services; A Guide for Members of the Ontario Legislature.** Toronto: Office of the Assembly, 1981. p. [iii].

Appendix B  
Administrative Structure:  
Ontario Legislative Library



## Appendix C

### Notable Acquisitions

#### Loose-leaf Services

**Bioethics Reporter:** Ethical and Legal Issues in Medicare, Health Care Administration, and Human Experimentation. Frederick, MD: University Publications of America, 1983-.

**Canadian Computer Law Reporter.** Toronto: Insight Press, 1983-.

**Canadian Health Facilities Law Guide.** Don Mills, Ont.: CCH Canadian, 1983-.

**Canadian Industrial Incentives Legislation.** Toronto: Butterworths, 1982-.

**Canadian Sentencing Handbook.** Ottawa: Canadian Association of Provincial Court Judges, 1982-.

**Charter of Rights Decisions.** Vancouver, B.C.: Western Legal Publications, 1982-.

**Ontario Annotated Family Law Service.** Toronto: Butterworths, 1978-.  
Library has: 1983-.

#### Serials

**Administrative Law Reports.** Agincourt, Ont.: Carswell, v. 1, 1983-.

**Biotechnology.** New York: Nature Publishing Company, v. 1, 1983-.

**Bulletin of Legal Developments.** London: British Institute of International and Comparative Law, no. 1, 1966-. Library has: no. 1, 1983-.

**Canadian Taxpayer.** Don Mills, Ont.: De Boo, 1979-. Library has:  
v. 5, no. 8, 1983-.

**Northeastern Environmental Science.** Delmar, N.Y.: Northeastern  
Science Foundation, v. 1, 1982-.

**Privacy Times.** Washington, D.C.: Privacy Times Inc., 1981-.  
Library has: v. 3, no. 1, 1983-.

**Raw Materials Report.** Stockholm, Sweden: Raw Materials Group, 1981-.  
Library has: v. 2, no. 1, 1983-.

**Victimology: An International Journal.** Arlington, VA: Victimology  
Inc., 1976-. Library has: v. 7, 1982-.

Appendix D  
Estimates and Expenditures  
(\$000s)

	Fiscal Year 1981/82	Fiscal Year 1982/83	Fiscal Year 1983/84
<b>Estimates</b>			
Salaries and Wages	\$1,355.0	\$1,801.5	\$1,998.5
Employee Benefits	218.0	288.4	328.7
Transportation and Communications	24.3	39.1	42.6
Services	278.7	249.6	287.3
Supplies and Equipment	482.2	412.1	439.8
Recoveries	(2.0)	(1.2)	(1.2)
TOTAL	<u>\$2,356.2</u>	<u>\$2,789.5</u>	<u>\$3,095.7</u>

<b>Expenditures</b>			
Salaries and Wages	\$1,386.7	\$1,715.9	\$1,953.6
Employee Benefits	183.8	228.1	267.6
Transportation and Communications	17.4	23.2	28.5
Services	236.4	163.5	194.1
Supplies and Equipment	517.3	436.7	511.1
Recoveries	(2.2)	(2.6)	(3.1)
TOTAL	<u>\$2,339.4</u>	<u>\$2,564.8</u> <sup>1</sup>	<u>\$2,951.8</u>

1 Revised.



Appendix E  
Statistical Summary: Collections

	31 March 1982	31 March 1983	31 March 1984	Percentage Change 1982/83 - 1983/84
<b>Library Holdings</b>				
Volumes				
Monographs	76,468	76,988	77,052	0.1
Government Publications <sup>1</sup>	n/a	n/a	n/a	---
Periodicals (bound)	10,267	8,904	8,650	(2.9)
Current Data File				
Files	1,707	1,807	1,891	4.6
Microforms				
Microfiche (sheets)	346,132	422,384	483,590	14.5
Microfilm (reels)	5,996	6,499	6,938	6.8
Audio-visual Materials				
Videotape Cassettes (programs)	153	323	409	26.6
Sound Cassettes	29	47	35	(25.5)
Films	1	1	1	0.0
Maps	1,512	1,714	1,754	2.3
<b>Serials Currently Received</b> <sup>2</sup>				
Periodicals	702	762	794	4.2
Newspapers	293	295	293	(0.7)
Other Serials	1,137	1,238	1,383	11.7
	Fiscal Year 1981/82	Fiscal Year 1982/83	Fiscal Year 1983/84	Percentage Change 1982/83 - 1983/84
<b>Bibliographic Searches (titles)</b>	8,781	7,831	7,694	(1.7)
<b>Gifts Processed (volumes)</b>	12,154	13,000	14,658	12.8

1 The Legislative Library has tens of thousands of government publications but has not done a volume count in recent years.

2 Titles, including microforms

**Appendix F**  
**Statistical Summary: Technical Services**

	Fiscal Year 1981/82	Fiscal Year 1982/83	Fiscal Year 1983/84	Percentage Change 1982/83 - 1983/84
<b>Acquisitions</b>				
Orders Placed	2,841	2,793	3,913	40.1
Items Received:				
Books (volumes)	3,991	2,232	2,677	19.9
Serials (titles)	295	164	232	41.5
Newspapers (titles)	9	2	4	100.0
Government Publications (items, excluding microforms)	62,190	59,692 <sup>1</sup>	50,235	(15.8)
Microfiche (sheets)	41,964	76,252 <sup>1</sup>	61,624	(19.2)
Microfilm (reels)	764	747	439	(41.2)
Videotapes (cassettes)	22	0	0	---
Other - Maps	148	218	130	(40.4)
Other - Sound Cassettes	1	18	13	(27.8)
<b>Withdrawals</b>				
Monographs (volumes)	5,624	1,719	2,613	52.0
Serials (volumes)	1,180	4,117	1,749	(57.5)
Maps	0	16	90	462.5
Government Publications (U.S.)	21,614	0	11,386	---
Government Publications (G.B.)	0	1,865	0	---
Newspapers (bound)	135	747	0	---
Microforms	n/a	0	418	---
<b>Cataloguing</b>				
Items Catalogued				
Books (titles)	2,412	2,496	2,596	4.0
Books (volumes)	2,884	3,213	2,704	(15.8)
Periodicals (titles)	101	157	110	(29.9)
Serials (titles)	212	498	251	(49.6)
Government Publications (titles)	887	7,919	8,439	6.6
Government Publications (volumes)	2,386	17,001	17,177	1.0
Microfiche (titles)	47	14	32	128.6
Microfilm (titles)	17	4	6	50.0
Catalogue Cards Filed	47,771	15,699 <sup>2</sup>	5,540 <sup>2</sup>	(64.7)
<b>Binding</b>				
Items Bound (volumes)	1,396	1,841	2,780	51.0
In-library Processing (volumes)	1,253	1,409	2,545	80.6

<sup>1</sup> Totals reflect changes during 1982/83 from hard copy to microfiche format for U.S. Government Publications received.

<sup>2</sup> Technical Services files only. Public card catalogue closed 31 December 1981.

# Appendix G

## Statistical Summary: Checklist and Catalogue Service

	Fiscal Year 1981/82	Fiscal Year 1982/83	Fiscal Year 1983/84	Percentage Change 1982/83 - 1983/84
Items Catalogued	2,803	3,755	3,228	(14.0)
Items Listed in Monthly Checklist	2,217	2,920	2,733	(6.4)
Depository Items	1,172	1,240	844	(31.9)
Items Received from Publications Warehouse	1,657	2,171	2,052	(5.5)
Items Received from Other Sources	560	749	681	(9.1)
Reprints	98	120	61	(49.2)
Microfiche Items	227	548	729	33.0
Education Research Reports (ONTERIS Program)	82	318	460	44.7
Cataloguing in Publication (CIP)	3	34	50	47.1

## Appendix H

### Statistical Summary: Information and Reference Services

	Fiscal Year 1981/82	Fiscal Year 1982/83	Fiscal Year 1983/84	Percentage Change 1982/83 - 1983/84
<b>Circulation</b>				
Loans:				
Monographs	2,591	3,036	3,406	12.2
Government Publications	3,572	2,638	2,152	(18.4)
Newspapers	215	267	53	(80.1)
Periodicals	1	85	157	84.7
Videotapes	1	0	0	---
Other (Uncatalogued items)	133	287	227	(20.9)
Total	6,513	6,313	5,995	(5.0)
Interlibrary Loans				
Borrowed - Volumes	288	240	351	46.3
Borrowed - Photocopies (items)	537	510	627	22.9
Loaned - Volumes	586	318	360	13.2
Loaned - Photocopies (items)	126	141	200	41.8
Total Items (excludes unfilled requests)	1,477	1,209	1,538	27.2
<b>In-Library Use</b>				
Monographs	27,434	25,034	25,804	3.1
Government Publications	57,032	81,922	72,451	(11.6)
Current Data Files Consulted	3,135	3,908	4,203	7.5
Microforms				
Microfiche (sheets)	213	618	1,317	113.1
Microfilm (reels)	1,028	1,363	1,284	(5.8)
Videotapes	14	49	40	(18.4)
Periodicals	8,274	7,492	9,852	31.5
<b>Articles Supplied by Photocopy</b>				
Periodical Contents				
Articles Requested	2,958	4,011	4,038	0.7
Pages Photocopied	20,709	28,061	28,938	3.1
Periodical Selections				
Articles Requested	837	1,246	1,135	(8.9)
Pages Photocopied	7,515	10,711	9,260	(13.5)
<b>Reference</b>				
Inquiries	15,988	15,968	15,103	(5.4)
Computer Searches	798	746	829	11.1
Bibliographies Compiled	40	18	13	(27.8)
Current Awareness Services (issues)				
Periodical Contents	35	43	48	11.6
Periodical Selections	8	11	12	9.1
Selected New Titles	12	10	9	(10.0)
Courier Service (trips)	1,547	1,217	1,434	17.8
Library Tours (groups)	24	46	38	(17.4)

# Appendix I

## Statistical Summary: Press Clipping Service

	Fiscal Year 1981/82	Fiscal Year 1982/83	Fiscal Year 1983/84	Percentage Change 1982/83 - 1983/84
Number of Clippings Distributed	1,276,986	1,720,441	1,592,076	(7.5)
Number of Clients (31 March)	131	147	142	(3.4)

# Appendix J

## Statistical Summary: Legislative Research Service

	Fiscal Year 1981/82	Fiscal Year 1982/83	Fiscal Year 1983/84	Percentage Change 1982/83 - 1983/84
<b>Projects Completed by Source of Request:</b>				
Individual Members	277	273	225	(17.6)
Committees	180	129	150	16.3
Senior Assembly Officials	21	48	51	6.3
Other	10	11	5	(54.5)
TOTAL	488	461	431	(6.5)

Number of Titles of Current Issue Papers Published	12	7	2	(71.4)
Requests for Current Issue Papers	609	922	427	(53.7)
Number of Titles of Research Reviews Published	n/a	7	9	28.6
Requests for Research Reviews	n/a	149	325	118.1
Number of Committee Meetings Attended	n/a	162	273	68.5



## Appendix K

### Publications

#### 1. Current Issue Papers

Fritz, Helen. Freedom of Information Legislation in Nova Scotia, New Brunswick, Newfoundland, and Quebec. C-21. September 1983. 16 p.

O'Mara, James. Permanent Part-Time Employment. C-20. April 1983. 11 p.

#### 2. Research Reviews

Corbeil, Laura. Farm Bankruptcies in Ontario. R-13. September 1983. 5 p.

Gardiner, Elizabeth. Toxaphene: The "Recalcitrant" Pesticide. R-14. November 1983. 6 p.

----- . Urea Formaldehyde Foam Insulation: Update. R-11. May 1983. 6 p.

Kilpatrick, Michael. An Automotive Strategy for Canada. R-15. November 1983. 7 p.

Magnus, Lucy. Unemployment, Inflation and Restraint. R-16. November 1983. 8 p.

O'Mara, James. Federal Budget Process Reform Proposals. R-8. April 1983. 6 p.

----- . Federal Estimates. R-9. April 1983. 4 p.

----- . Comprehensive Auditing. R-12. April 1983. 5 p.

O'Mara, James. The Office of the Provincial Auditor. R-10. April 1983. 5 p.

### 3. Bibliographies and Reading Lists

Forman, Debra, comp. **Ontario Politics and Government.** November 1983. 2 p.

Hourd, Marian, comp. **Drinking Water Quality in Metropolitan Toronto.** April 1983. 3 p.

Hynes, Susanne H., and Forman, Debra, comps. **The Budgetary Process.** April 1983. 6 p.

Krueger, Donald R., comp. **Acid Rain (Part 1).** Revised February 1984. 12 p.

———. **Acid Rain (Part 2).** March 1984. 12 p.

———. **Backbenchers.** Revised May 1983. 4 p.

———. **Business in the House.** April 1983. 3 p.

———. **Closure.** Revised April 1983. 7 p.

———. **Database Management Systems.** April 1983. 3 p.

———. **Office of the Speaker.** Revised February 1984. 11 p.

———. **Part-time Employment.** April 1983. 6 p.

———. **Privileges and Immunities.** Revised May 1983. 4 p.

### 4. Checklists and Indexes

Krueger, Donald R. **Guide to Canadian Ministers since 1968.** Revised August 1983. 19 p.

## 5. Serials

**Annual Report of the Director, Legislative Library, Research and Information Services, 1982/83.** Toronto: 1983.

**Catalogue des publications en français du gouvernement de l'Ontario.**  
v. 5, no 1 (mars 1983) - v. 5, no 4 (décembre 1983). Toronto: le ministère des Services gouvernementaux. Compilé et rédigé par le Service de compilation et de catalogage de la bibliothèque de l'Assemblée législative de l'Ontario.

**Memo to Members,** no. 9, February 1983 - no. 11, March 1984. 3 issues.

**Ontario Government Publications Annual Catalogue 1982.** Toronto: Ministry of Government Services, c1983. 318 p. Compiled and edited by the Checklist and Catalogue Service of the Ontario Legislative Library.

**Ontario Government Publications Monthly Checklist of Titles Received.** v. 13, no. 1 (Jan. 1983) - v. 13, no. 12 (Dec. 1983). Toronto: Ministry of Government Services. Compiled and edited by the Checklist and Catalogue Service of the Ontario Legislative Library.

**Periodical Contents,** no. 139, 1 April 1983 - no. 186, 30 March 1984. 47 issues.

**Periodical Selections,** v. 5, no. 1, April 1983 - v. 5, no. 11, March 1984. 11 issues.

**Selected New Titles,** v. 5, no. 1, April 1983 - v. 5, no. 9, March 1984. 9 issues.

**Status of Bills,** 28 April - 30 June 1983; 19 October 1983 - 18 January 1984. 17 issues.

## 6. Other Publications

Forman, Debra. **Legislators and Legislatures of Ontario, 1792-1984:  
A Reference Guide.** March 1984. 3 v.

Gardiner, Elizabeth. "The Provincial Riding of Wellington  
South to 1867." **Historic Guelph, the Royal City** 22 (August  
1983) : 70-91.

———. "Urea Formaldehyde Foam Insulation Update."  
**Environmental Health Review** 27 (December 1983) : 93-95.

Krueger, Donald R., comp. "Microcomputers & Related Literature:  
A Bibliography of Recent Publications." **Focus** 9 (August  
1983) : 12-14.

Land, Brian. **Directory of Associations in Canada.** 5th ed.  
Toronto: Micromedia Limited, 1983.

———. "Freedom of Information." Toronto Association of Law  
Librarians. **Newsletter** 3 (February 1984) : 6-11.

———. "Understanding the New Information Act." **Quill &  
Quire** 49 (January 1983) : 24-25; also in **CAUT Bulletin** 30 (May  
1983) : 15-16.

Appendix L  
Staff Roster\*  
(1 April 1983 - 31 March 1984)

**Director's Office**

Director: R. Brian Land, B.A., M.A., B.L.S., M.L.S.

Executive Coordinator: E. Patricia Hay, B.A., B.P.H.E., B.L.S., M.L.S.

Secretary to the Director: Joan Shields  
Norma Ferguson, B.A., Acting Secretary  
(Contract)

Accounts Clerks: Margaret Chomik  
Sumi Johnson

Budget Adviser: Sigrid Fromhold-Treu, 1 December 1983 - 31  
March 1984 (Part-time; contract)

**Collections Development**

Head: Thora K. Clarkson, B.A., B.L.S.

Librarian: Donna Burton, B.A., M.L.S.

Technicians: Assunta Molino  
Deborah Salisbury, B.A.

Student Assistants: Cynthia A. Boyle, 19 October 1983 - 31 March  
1984 (Part-time)  
Maureen O'Reilly, 31 January - 31 March 1984  
(Part-time)  
Katherine Sharf, 9 May - 26 August 1983  
Brian Tobin, 2 May - 19 August 1983; 19  
September 1983 - 31 March 1984 (Part-time)

\* Excludes G.O. Temporary Staff.



## Technical Services and Systems

Head: Pamela Stoksik, B.A., B.L.S.

Librarians: Janice Cole-Mabee, B.A., M.L.S., 1 April 1983 - 31 March 1984 (Contract)

Richard Dube, B.A., M.L.S., 24 May - 13 July 1983 (Contract)

Lynn Morgan, B.A., M.L.S.

Philip M. Oxley, A.B., M.A., M.L.S., Ph.D., 31 October 1983 - 31 March 1984 (Contract)

Annemarie Toth-Waddell, B.A., M.L.S.

Andrea L. Trudel, B.A., M.L.S., 31 October 1983 - 31 March 1984 (Contract)

Marilyn Y. White, B.A., B.L.S.

## Technicians and Other Support Staff:

Lynn Allison, Data Entry Clerk, 21 November 1983 - 31 March 1984 (Contract)

Waltraud Al-Zain, B.A., Cataloguing Assistant

Christine Broster, B.A., Acquisitions Technician

Wayne Burton, Cataloguing Assistant

Dawn Campbell, Data Entry Clerk

Surita Dey, Acquisitions Technician

Lori Erwin, Government Publications Technician

Lynn M. Fawcett, Acquisitions Technician, 17 October 1983 - 31 March 1984 (Contract)

Julia Jhaveri, B.A., Data Entry Clerk

Robert Kiddey, Cataloguing Assistant

Rose Ocampo, B.S.S.W., M.A., Senior Acquisitions Technician

Lynda O'Connor, Receptionist/Typist

Donna Smith, Cataloguing Assistant

Angela Wilke, Senior Government Publications Technician

## Technical Services and Systems (Continued)

Student Assistants: Alison Brown, 19 September 1983 - 31 March 1984 (Part-time)

Bonnie Brownstein, 16 May - 2 September 1983

Betty-Ann Kapteyn, 30 September 1983 - 31 March 1984 (Part-time)

Patricia McKellar, 24 May - 9 September 1983

Katherine More, 26 September 1983 - 31 March 1984 (Part-time)

Jane Tuff, 16 May - 2 September 1983

## Checklist and Catalogue Service

Manager Linda L. Reid, B.A., B.L.S., M.L.S.

Librarians: Carolyn Barnes, B.A., M.L.S.

Eveline Marron, B.A., M.L.S., 13 June 1983 - 30 March 1984 (Part time; contract)

Administrative Clerk: Pulver Zajfman

Library Technician: Donna Stellar

Student Assistant: Alison Brown, B.A., 30 May - 16 September 1983

## Information and Reference Services

Head: Mary E. Dickerson, B.A., B.L.S., M.L.S.

Assistant Head: Susan Waintman, B.A., M.L.S.

Librarians: Eleanor Barnes, B.A., B.L.S.

Mary Faulkner, B.A., M.S.

Mary Fisher, B.A., M.L.S. 1 June 1983 - 31 March 1984 (Part-time; contract)

Debra Forman, B.A., M.A., M.L.S.

## Information and Reference Services (Continued)

Robert Gardner, B.A., M.L.S.

Susanne Hynes, B.A., M.L.S., 1 April 1983 -  
31 March 1984 (Part-time; contract)

Donald Krueger, B.A., M.L.S.

Marion Rubenstein, B.A., M.A., M.L.S., 1  
April - 27 May 1983 (Contract)

### Technicians and Other Support Staff:

Rosamond Austin, B.A., Reference Assistant

Ann Benson, B.A., Information and Reference  
Clerk (Appointed 15 August 1983)

Alastair Boyd, Mus. B., M. Mus., Periodicals/  
Microform Technician (Promoted 18 July  
1983)

Una Bruce, Clerical Assistant (Retired 31 July  
1983)

Roy Calcagno, Reference/Research Clerical  
Assistant, 17 October 1983 - 31 March 1984  
(Contract)

Christine Carmichael, Circulation Technician

Estelita Chan, B.A., M.Ed., Periodicals/  
Audiovisual Technician

Denise M. Debney, Senior Word Processor  
Operator (Transferred from Office of the  
Director 1 August 1983)

Margherita DiConza, General Clerk/Cleaner

Lorraine Hall, B.A., Current Data File  
Technician

Marian Hourd, Reference Assistant (Resigned  
2 September 1983)

Natalie Litwin, B.A., Reference Assistant

Tamara Mann, Periodicals/Microform  
Technician (Resigned 15 July 1983)

Nancy O'Shea, Senior Circulation Technician

Mary Jane Park, Reference Assistant, B.A.,  
3 October - 31 December 1983 (Contract)  
(Appointed 3 January 1984)

## Information and Reference Services (Continued)

### Technicians and Other

#### Support Staff (Continued)

Rosa Pierre, Clerical Assistant (Appointed 6 September 1983) (Position transferred from Office of the Director 1 August 1983)

Rosie Salvo, Senior Current Data File Technician

Vedi Singh, Current Data File Clerk Assistant

Mary F. Sople, General Clerk/Cleaner

#### Driver/Messenger:

Brian Bailie, 1 April 1983 - 31 March 1984 (Contract)

#### Student Assistants:

Murray Adams, 16 May - 2 September, 1983, 12 September 1983 - 16 March 1984 (Part-time)

Aspi Balsara, 9 May - 26 August 1983 (Part-time)

Lisa Douglas, 19 September 1983 - 31 March 1984 (Part-time)

Loretta Gillis, 19 September 1983 - 31 March 1984 (Part-time)

Gina McWade, 1 February - 31 March 1984 (Part-time)

Mary Ellen Maleki, 24 May - 9 September 1983 (Part-time)

Trudy Schmidt, 19 September 1983 - February 1984 (Part-time)

Robert Thomson, 19 September 1983 - 31 March 1984 (Part-time)

### Press Clipping Service

#### Manager:

Christine Landry, B.J. (Resigned 30 January 1984)

Karen Wierucki, B.A., M.L.S. (Appointed 26 March 1984)

#### Assistant Manager:

Susan Colley, B.Sc.

## Press Clipping Service (Continued)

### Clerical Staff:

Erica Bene

George Britton

Mary Bull

Winnifred Cooke

Nancy Cummings

Margaret Heslin

Mary A. Pinto

Ellie Rodden

### Student Assistant:

Susan Byrne, 16 May - 2 September 1983

## Legislative Research Service

### Chief:

Linda M. Grayson, B.A., M.A. Ph.D.

### Assistant Chief:

Robert Gardner, B.A., M.A., Ph.D. (Appointed  
9 January 1984)

### Research Officers:

Laura Corbeil, B.A., M.A. 2 August 1983 - 31  
March 1984 (Contract)

John Eichmanis, B.A., M.A. (Appointed 1  
December 1983)

Kathleen Finlay, B.A., M.A.

Helen Fritz, B.A., M.A., 1 April - 4 July 1983  
(Contract; appointed 4 July 1984)

Elizabeth Gardiner, B.A., M.E.S.

Philip Kaye, B.A., LL.B.

Michael Kilpatrick, B.Sc., M.P.A. 15 August  
1983 - 31 March 1984 (Contract)

Merike Madisso, B.A., B.Ed., M.A., LL.B.

Lucy Magnus, B.A., M.A. 13 July 1983 - 9  
March 1984 (Contract)

Peggy Mooney, B.A., M.B.A., 11 November 1983  
- 31 March 1984 (Contract)



## Legislative Research Service (Continued)

### Research Officers (Continued)

James O'Mara, B.A., M.A., Ph.D. (Resigned 8 April 1983)

Albert Nigro, B.A., LL.B., 16 May - 4 July 1983  
(Contract; appointed 4 July 1983)

Jerry Richmond, B.A., M.A.

Research Assistant: Elaine Campbell, B.A.

Secretary: Pirinka P. Macleod

Clerk/Stenographer: Norma Ferguson, B.A. (Resigned 15 August 1983)

Word Processor Operator: Elaine Watson

Virginia Achig, 1 September 1983 - 29 February 1984 (Contract; appointed 1 March 1984)

Student Assistants: Michael Bach, 9 May - 26 August 1983

Joanne Nykilchyk, 9 May - 2 September 1983





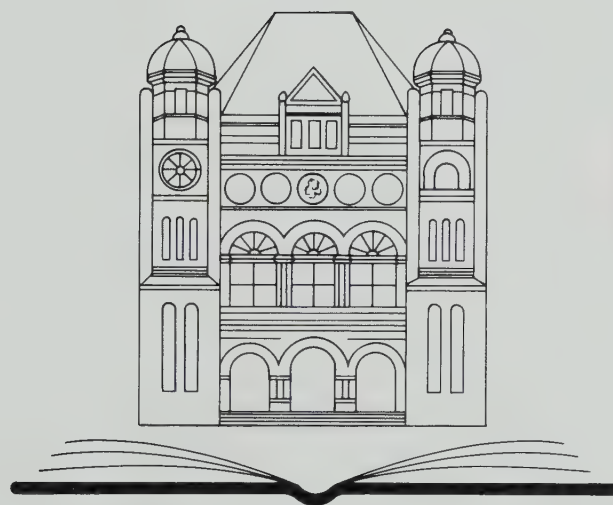






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## Annual Report of the Director, 1984/85



**ONTARIO  
LEGISLATIVE  
LIBRARY**



**Annual Report of the Director  
of the  
Legislative Library,  
Research and Information Services  
1984/85**

**Toronto, 1985**

**Front Cover:** Ontario Legislative Library logo designed by Ward, McClelland & Hart, Toronto, Ontario.

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Office of  
the Director

Legislative Library,  
Research and  
Information Services

Legislative Building  
Queen's Park  
Toronto, Ontario  
M7A 1A2  
(416) 965-3742

24 May 1985

The Honourable John M. Turner, M.P.P.  
Speaker of the Legislative Assembly of Ontario  
Legislative Building  
Queen's Park  
Toronto, Ontario  
M7A 1A2

Dear Mr. Speaker:

I have the honour to present the **Annual Report of the Director of the Legislative Library, Research and Information Services** for the year ended 31 March 1985.

This Report is submitted pursuant to Section 105 (a) of the **Standing Orders of the Legislative Assembly** dated August 1981.

Respectfully submitted,

A handwritten signature in cursive script that reads "R. Brian Land".

R. Brian Land  
Director



## Legislative Library, Research and Information Services

### Senior Staff, 1984/85

Director

R. Brian Land, B.A., M.A.,  
B.L.S., M.L.S.

Executive Coordinator

E. Patricia Hay, B.A.,  
B.P.H.E., B.L.S., M.L.S.

Head, Information and Reference Services

Mary E. Dickerson, B.A.,  
B.L.S., M.L.S.

Manager, Press Clipping Service

Karen Wierucki, B.A., M.L.S.

Chief, Legislative Research Service

Cynthia M. Smith, B.A., M.A.,  
B.L.S., M.L.S.\*

Linda M. Grayson, B.A., M.A.,  
Ph.D.\*\*

Head, Collections Development

Thora K. Clarkson, B.A.,  
B.L.S.

Head, Technical Services and Systems

Pamela Stoksik, B.A., B.L.S.

Manager, Checklist and Catalogue Service

Linda L. Reid, B.A., B.L.S.,  
M.L.S.

\* Appointed 5 November 1984

\*\* Resigned 26 October 1984



Senior Staff of the Legislative Library, Left to Right (Seated): Thora Clarkson, Mary Dickerson; (Standing): Linda Reid, Pat Hay, Cynthia Smith, Brian Land, Pamela Stoksik, Karen Wierucki.

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## Historical Note

The Ontario Legislative Library is the lineal descendant of the parliamentary libraries of Upper Canada (1792-1841) and of the United Province of Canada (1841-1867). Since Confederation, it has been administered successively by the Speaker (1867-1921), by the Minister of Education (1921-1964), by the Provincial Secretary (1964-1972), and by the Minister of Government Services (1972-1976). On 1 April 1976, the Legislative Library became a branch of the Office of the Assembly under the authority of the Speaker. On 1 September 1978, a Director of Legislative Library, Research and Information Services was appointed.

## The Goal of the Library

The goal of the Legislative Library is to provide information, reference and research services to meet the needs of the Members of the Legislative Assembly, their staff and senior officers of the Assembly. The Library strives to achieve this goal by selecting, acquiring, cataloguing and servicing the books, periodicals, newspapers, government publications, reports, microforms, press clippings, and other materials in order to enable MPPs to carry out their legislative responsibilities in the most effective and efficient manner.

## Legislative Assembly of Ontario

### Standing Order 105

August 1981

## XVIII LIBRARY

Director's  
report

105.(a) The management of the Library, including regulation of admission, Library hours, and security and preservation of the collection, is the responsibility of the Director of Library Services, subject to such special orders as he may receive from the House, and the Director shall make an annual report to the House.

Catalogue

(b) A catalogue of the books belonging to the Library shall be kept and the reports thereon included in the Director's annual report.





## Introduction

The 32nd Parliament of Ontario was dissolved on 25 March 1985 and a general election was called for 2 May. Thus, the **Annual Report** for the fiscal year ended 31 March 1985 provides an appropriate opportunity not only for a review of the activities of Legislative Library for the past year, but also for a look back over the developments in the Library during the four years of the 32nd Parliament which began on 21 April 1981.

Among the notable developments of the past four years are the following:

- . A dramatic increase in the use of reference, research and press clipping services. A 1983 survey showed that 121 MPPs, or 96.8 per cent, had used one or more Library service in the preceding eleven months.
- . Expansion of computer-based reference resources from four databases to fourteen.
- . Introduction of new current awareness services including **Canadian Legislative News**, a selection of news wire stories from other provincial legislatures.
- . Reorganization of the United States government publications collection and the map collection.
- . Implementation of the Geac automated cataloguing support system including installation of an online catalogue.
- . Generation and publication of the **Monthly Checklist** and **Annual Catalogue** of Ontario government publications through the Geac system.

These and other developments are reviewed in detail in this report.

## Information and Reference Services

The Information and Reference Services section responds to requests for information and makes available books, periodicals and other materials to Members and other Library clientele. During the 32nd Parliament, its efforts were concentrated on increasing both the quality and quantity of information services available to MPPs and caucus staff. In reviewing activities over the past four years, several significant developments stand out:

- . A dramatic increase in use of services in 1981/82 over the previous year provided an auspicious beginning: reference inquiries increased by 40.4 per cent, circulation by 72.9 per cent, interlibrary loans by 75.2 per cent, and computer-based searches by 111.7 per cent.
- . Expansion of computer-based reference resources from four database systems to fourteen, including both bibliographic and graphic/numeric databases, thus ensuring MPPs and caucus staff of access to the broadest subject coverage available. The transition from a "dumb" typewriter terminal to an IBM PC for computer-based searches has resulted in more flexible, cost effective searches.
- . Steady growth in the subject scope, volume, and usage of the Current Data File which has become a key reference source for Library staff and caucus researchers.
- . Growth of the videotaping service, whereby the Library selectively tapes television programs relevant to issues raised in the Legislature, to 496 tapes by the end of March 1985.
- . Steady growth in the number of requests for photocopies of articles listed in **Periodical Contents** and **Periodical Selections**.
- . Preparation and publication of three important reference works by Information and Reference staff: **Select Committees of the**

**Legislature of Ontario, 1867-1978; A Checklist of Reports**, compiled by Eleanor Barnes and Danguole Juozapavicius, was issued in 1983; **Legislators and Legislatures of Ontario, 1792-1984**, compiled by Debra Forman, was published in 1984 as the Library's contribution to the Province's Bicentennial celebrations; and **Ontario Royal Commissions of Inquiry, 1979-1984; A Checklist of Reports**, compiled by Susan Waintman, was published in February 1985.

- . Preparation of 58 bibliographies by reference staff between 1981 and 1985 on a wide range of topics relevant to the activities of the Legislature. In addition to being used by our staff and clients, these bibliographies were distributed to other Canadian legislative libraries.
- . Use by 108 of 125 MPPs, or 86.4 per cent, of reference services during 1983 according to a survey.

During 1984/85, in anticipation of an Ontario general election and the possibility of a large number of new MPPs, considerable effort was given to assessing existing services, to planning new ways of providing services and to making primary clientele aware of the services available. After reviewing methods used by other legislative and special libraries, a decision was made to proceed with preparation of an audiovisual presentation to be used in orientation sessions with MPPs and their staff. The presentation is to be completed by April 1985.

Access to commercial databases for computer-based reference searches continued to expand with the addition of three new systems. VuText, developed by Knight-Ridder Newspapers, provides access to the AP wire service, 12 U.S. newspapers, including the **Wall Street Journal**, and several business and financial databases; Canadian Financial Database, produced by Info Globe, contains annual report information for 500 top Canadian companies including Crown corporations; and Lexis and Nexis databases from Mead Data Central provide access to U.S. newspapers and U.S. legal reports. The Telidon terminal was removed in December 1984 because of lack of use.

The Legislative Library continued to be a leader in the use of a microcomputer for commercial database searching. Bob Gardner, Librarian in charge of computer-based reference services, was much sought after by other libraries for advice on using the IBM PC for database searching. With permission of QL Systems, Information and Reference Services twice weekly downloaded a search of news from Canadian legislatures from the Newstext database. Portions of the search provided copy for the **Canadian Legislative News** prepared by the Press Clipping Service. Demonstrations of the Telichart database for caucus researchers resulted in an increased number of requests for searches of the CANSIM mini-base produced by Statistics Canada.

The Microcomputer Committee, established in 1982 by the Head of Technical Services and Systems and the Head of Information and Reference Services with representation from each section, continued to meet to discuss microcomputer applications. In February 1985, the Committee produced a draft policy for collection documentation and storage of microcomputer software. Information and Reference Services was also represented on the Catalogue Liaison Committee established in May 1984.

During the summer and fall, the Library's collection of Ontario Royal Commissions from 1867 to 1984 was loaned to Micromedia Limited, Toronto, for microfilming. In conjunction with this project, Susan Waintman, Assistant Head of Information and Reference Services, compiled a supplement to **Ontario Royal Commissions and Commissions of Inquiry, 1867-1978**, published by the Library in 1980. The supplement, which covers the years 1979-1984, was published in February 1985. Debra Forman, a reference librarian, worked from June to the end of September assembling biographical and other information for **Speakers of the Legislative Assembly of Ontario** subsequently published by the Legislative Research Service.

With the growth of the videotape collection and increased usage, it became necessary to develop an index to tapes to provide easier



access. Through use of the microcomputer, a listing of videotapes by subject, date, series, and tape number was developed in August. The listings are updated on a regular basis. The serials unit also developed a subject list of current periodicals to be used as a reference tool and as an aid for making decisions on acquisition and retention of periodicals.

Staff members were stimulated by the six-week working visit during November and December 1984 of Frances Cushing, a senior reference librarian with the Department of the Parliamentary Library, Canberra, Australia. Her visit provided an excellent opportunity for sharing of ideas and experiences about legislative libraries. In addition to noting the many similarities, discussions provoked ideas on both sides about how services might be changed and improved.

### **Press Clipping Service**

The Press Clipping Service provides news clippings from 20 Ontario daily newspapers on more than 200 topics of interest to Members of the Legislature, their staff, caucus researchers and senior staff of the Office of the Assembly. Since 1981/82, the Service has steadily grown and evolved into a current, responsive information service.

Noteworthy developments over the past four years include:

- . A major increase in the number of clippings distributed.
- . The addition of selected Ontario newspapers to provide more comprehensive coverage of provincial affairs.
- . Introduction of two new current awareness services, **Press Highlights** and **Canadian Legislative News**.

After a major increase in the number of clippings distributed (1.72 million in 1982/83), a careful monitoring and reassessment of subject definitions resulted in fewer but more relevant clippings being



distributed to a steadily increasing number of clients (average of 131 clients in 1981/82; 139 in 1984/85). During the past year, 1.42 million clippings were distributed. Further reassessment and redefinition of subject terms are planned for 1985/86.

Through streamlining of workflow and with the enthusiastic support of an experienced staff, the Press Clipping Service was able to broaden its coverage and services without an increase in complement. The addition of the **St. Catharines Standard** for news of the Niagara Peninsula and of **Le Droit** for French-language news has increased province-wide coverage of current issues. For a list of newspapers currently monitored and clipped, see Appendix N.

During 1984/85, two new current awareness services began. **Press Highlights**, a summary of press coverage of specific events of major interest first appeared in September 1984. Events covered included the federal election, the visit of Pope John Paul II, the Royal Visit, provincial by-elections, and the retirement announcement of Premier William Davis. **Canadian Legislative News**, a twice-weekly information service providing Members and researchers with news stories from other provincial legislatures, was developed and distributed during the 1984 fall Session. An evaluation of this service elicited a positive response, and with minor modifications it will be offered again during the next Session.

The Press Clipping Service continues to be the main source of information of material for the Library's Current Data File, having provided over 89,000 clippings in 1984/85.

### **Legislative Research Service**

The Legislative Research Service provides research assistance to individual MPPs on request, to committees of the House at the request of their chairmen and to senior officers of the Legislative Assembly. As of 31 March 1985, there were twelve research officers whose subject specialties include law, political science, economics, environmental studies, urban planning, history, and sociology. Full use is made of the

subject expertise of the staff, all of whom work as generalists as well.

Highlights of the four-year period from 1981 to 1985, include:

- . Relocation of the Service to the first floor of the North Wing of the Legislative Building.
- . Extension of service to additional committees of the Legislative Assembly.
- . Introduction of **Current Issue Papers** and **Research Reviews**.
- . Publication by the Service of its first monograph, **Speakers of the Legislative Assembly of Ontario, 1867-1984**.
- . Initiation of in-house discussions on the work of the Legislative Assembly.

During the 32nd Parliament, the number, type and complexity of issues dealt with by the Legislative Research Service has varied but the requests have continued to require considerable expertise to be handled satisfactorily. In 1981/82, when the Service moved to its present location on the first floor of the North Wing of the Legislative Building, a marked increase in use occurred. During that year, 488 requests were processed of which 277 or 56.8 per cent originated with MPPs, 199 or 40.8 per cent came from committees, and 12 or 2.5 per cent came from senior officers of the Assembly. In 1984/85, the number of requests was 466 of which 247 or 53 per cent were from individual members, 138 or 29.6 per cent were from committees, and 45 or 9.7 per cent were from senior officers of the Assembly. Although the overall number of recorded requests from all sources during 1984/85 declined slightly from 1981/82, the number of requests from individual MPPs and senior officers of the Legislative Assembly increased by 13 per cent over 1981/82. The overall decline is attributable to a diminished number of requests from committees which were not as active as formerly.

In 1984/85, research officers were attached on an ongoing basis to four standing committees: Public Accounts, Procedural Affairs, Social Development, and Members' Services; and to the Select Committee on the Ombudsman. In addition, research assistance was provided on an ad hoc basis at the request of the Chairman of the Standing Committee on Administration of Justice.

Research officers assigned to committees identify issues, gather and analyze information, prepare background papers, and draft reports to reflect the findings of the committee. The preparation of an annual report for a committee might require up to eight weeks of a research officer's time. The assignment of a research officer to a committee requires attendance at all its meetings and back-up officers are assigned and briefed on a continuing basis to enable them to be prepared in case of an emergency or to assist at peak work times. In 1984/85, research officers attended a total of 194 committee meetings.

Since 1979, the Research Service has provided continuous research support to the Public Accounts Committee. For the past two years Elizabeth Gardiner has served as Research Officer to this Committee (Chairmen: T. Patrick Reid and Murray Elston). She has prepared two annual reports, accompanied the committee out-of-province on official committee business, provided background information for hearings, speech material for conference presentation, documented proceedings of all meetings held abroad and provided background information for use by Committee members in other areas of activity such as estimates reviews, debates and press conferences.

In addition to his regular duties as a Research Officer, John Eichmanis has continued to serve the Standing Committee on Procedural Affairs, (Chairman: Richard Treleavan) most notably in its biannual reviews of agencies, boards and commissions of the Ontario Government. To date, he has been involved in the review of some 49 agencies. His responsibilities have included the preparation of background reports for each agency, as well as the drafting of Committee recommendations

and final reports. Some of the more notable agencies reviewed by the Committee include: The Ontario Labour Relations Board, the Ontario Place Corporation, the Art Gallery of Ontario, the Law Society of Upper Canada, the IDEA Corporation and the Liquor Licence Board of Ontario.

Since December of 1983, Jerry Richmond, Research Officer, has provided research support to the Social Development Committee (Chairmen: Alan Robinson and George Kerr). Together with Robert Gardner, Assistant Chief of the Legislative Research Service, he prepared a Summary of Recommendations for the Committee on Bill 77 (Child and Family Services Act, 1984). These two research officers also helped draft the Committee's Recommendations on the Day Nurseries Act which were forwarded to the Ministry of Community and Social Services on 7 February 1985.

The Members Services Committee (Chairman: Jack Johnson) has also been served by research officers. The present Research Officer on the Committee is Kathleen Finlay, who, during the past year, gathered, analysed and summarized information on a number of areas of relevance to the Committee.

Merike Madisso served as a Research Officer on the Select Committee for the Ombudsman (Chairman: Robert Runciman). She prepared background papers and oral briefings for members and for the counsel to the Committee as well as sections of the Committee's twelfth report.

Two research officers, Peggy Mooney and Albert Nigro, served on the Standing Committee on the Administration of Justice (Chairman: Al Kohn) and provided information on Loan and Trust Companies. The research officers prepared background material, presented oral briefs and wrote the Committee report entitled **Report on the White Paper on Loan and Trust Companies**.

In addition to its regular work of preparing reports for MPPs and committees, the Legislative Research Service publishes reports on



current issues of general interest to MPPs. These analytical reports, called **Current Issue Papers**, are supplemented by short studies called **Research Reviews**. The first **Current Issue Paper** was produced in 1981. Since then, 28 have been published and eleven more are being prepared. These papers range from fifteen to twenty-five pages in length, include footnotes and bibliographies and cover a variety of timely topics of relevance to provincial legislators, as they draw upon the subject expertise of the research officers who produce them. Subjects covered range from those of social concern, for example, **Daycare in Ontario**, **Group Plans for the Medically Handicapped in Ontario**, **Severely Handicapped Newborns and their Right to Treatment**, **The Mental Health Act - An Explanation and Analysis**; to those of business and economics, for example, **Mandatory Retirement - An Assessment**, **Foreign Ownership and Employment in Ontario**, **Deregulation**, **Rent Review in Ontario**; to issues in the environment, for example, **Acid Rain**, **Forestry in Ontario**, **Ontario's Sports Fishery**; to information about the political process, for example, **Party Discipline** and **Legislative Voting** and **The Redistribution of Electoral Districts in Ontario**.

**Research Reviews** are shorter papers accompanied by relevant press clippings and the range of topics covered is similar to that of **Current Issue Papers**. Since their inception in 1982, eighteen **Research Reviews** have been prepared. Titles include: **Farm Bankruptcy in Ontario**, **Government Advertising**, **Polychlorinated Biphenyls (PCBs)** and **When Do Ontario Acts Come Into Force?** Both **Current Issue Papers** and **Research Reviews** are available to MPPs on request. During 1981/82, there were 609 requests for these reports. In 1984/85, there were 677 requests for **Current Issue Papers** and 259 for **Research Reviews** for a total of 936, an increase of 54 per cent over the four-year period. It would seem that the steady growth in demand of **Current Issue Papers** and **Research Reviews** attests to their relevance, timeliness and usefulness to legislators.

In March of 1985, the Research Service produced its first monograph, **Speakers of the Legislative Assembly of Ontario, 1867-1984**, written by



Kathleen Finlay, Research Officer, with research assistance provided by Debra Forman, Librarian, Information and Reference Services and, in her absence, Mary Fisher, Librarian, Information and Reference Services. This 134-page book includes biographical studies and portraits of the thirty-one Speakers of the Legislative Assembly of Ontario who have served since Confederation, and will be of particular interest and use to MPPs, political scientists and historians.

During the past year, the Legislative Research Service again sponsored in-house discussions on the work of the Legislative Assembly. Initiated in September 1983 by Linda Grayson, then Chief of the Research Service, these discussions are held at intervals of approximately six to eight weeks and are open to all members of the Legislative Library as part of staff development. The speakers for 1984/85 were: John Cruickshank, *The Globe and Mail*, Legislative Assembly Press Gallery (April 1984); Arthur N. Stone, Q.C., Senior Legislative Counsel, Ministry of the Attorney General (May 1984); Smirle Forsyth, Assistant Clerk of the Legislative Assembly (June 1984); Gordon H. Aiken, Q.C., Chairman, Commission on Election Contributions and Expenses (October 1984); Michael Zacks, Director of Legal Services, Office of the Ombudsman (October 1984); The Hon. John M. Turner, M.P.P., Speaker of the Legislative Assembly of Ontario (December 1984); Bruce Wark, CBC-Radio, Legislative Assembly Press Gallery (February 1985); and Warren R. Bailie, Chief Election Officer of Ontario (March 1985). Arrangements for these speakers were made by Philip Kaye, Research Officer.

Linda Grayson, who had served as Chief of the Legislative Research Service since June 1981, resigned in October 1984 and was succeeded by Cynthia Smith, formerly Director of Placement and Assistant to the Dean of the Faculty of Library and Information Science, University of Toronto.

## Collections Development

The Collections Development section selects books, reports, serials and other materials to meet the information and research needs of the

Library's clientele, monitors collection use, develops and revises selection and retention policies and systematically withdraws materials no longer required.

Looking back over the past four years, there have been several significant developments in the management of the Library's collections. These include:

- . Reorganization of the collection of United States federal government publications. This has involved both the build-up of serials and monographs and the withdrawal of materials no longer required.
- . Receipt free of charge of all official publications of the Province of Quebec designated as depository items. This reciprocal arrangement with Quebec, plus the addition of French-language newspapers published in Ontario and French-language periodicals and indexes, has strengthened the collection for francophone users.
- . Updating and strengthening of the reference collection.
- . Reorganization and updating of the map collection.
- . Construction of a security enclosure in the stacks for rare books and older, scarcer materials. A conservation program of repair and rebinding of valuable materials has also been initiated.

During 1984/85, law and social policy were areas of significant collection building. Even as recently as ten years ago, law texts and treatises with a Canadian perspective were comparatively few in number, but in the past two years a wealth of material has come off the presses of the law publishers in this country. To assist in assembling a strong collection of Canadian law materials, a joint Collections/Reference/Research committee was formed in the Fall of 1984 to review selection policies and potential acquisitions. Several new Canadian services or treatises were added on subjects of legislative

interest such as family law, young offenders, and offences against the person.

New to the Library are the investment newsletters published by Canada's leading securities houses, and the small collection of audio-cassettes, mainly with self-development themes. These cassettes should be especially useful to Members who spend considerable time driving to and from their constituencies.

The Library collection was again augmented by gifts of government reports and books. Although donations were not on the scale of the previous year, more than 7,000 items were received and one third of these were retained. A large number of books and reports was passed on to the Library by the Office of the Premier. An important donation was the transcripts and exhibits of the Ontario Royal Commission of Inquiry into Certain Deaths at the Hospital for Sick Children, a gift from the Commissioner, the Hon. Mr. Justice Samuel Grange. As in other years, there were welcome donations from the research offices of the opposition parties, and individual Members were also generous to the Library.

The staff of Collections Development continue to scan the catalogues of antiquarian book-dealers for Ontario local histories. Often compiled in celebration of some local event or anniversary, these histories can provide a mine of information not easily found elsewhere. Generally speaking, few copies exist and they are much sought after by libraries that maintain this kind of collection.

During the year, efforts were made to widen the base from which publications are selected. As a result, Collections Development now receives notices of research published by a number of American and British institutes specializing in various aspects of public policy. The Library also entered into a book approval agreement with its chief vendor, Coutts Library Services. A detailed profile of topics of particular interest to Ontario legislators has been filed with Coutts, which watches the publishing market for books that match our needs.

The scheme is designed to speed the arrival of books, and a book return option protects the Library from acquiring books that prove on examination to have only marginal relevance to our needs.

The rationalization of the U.S. government publications, started in 1983/84, occupied many hours of staff time during the past year. In July, the collection was physically reorganized for easier use. The joint Collections/Reference selection committee, formed the previous year, met several times to finalize the selection of serials and also of publications of the most recent U.S. censuses which are now becoming available.

Toronto-area libraries continued to benefit from the Legislative Library's deselection program. The focus in 1984/85 was again on U.S. government publications, periodicals, and maps no longer relevant to the information needs of our clientele. Decisions of selected U.S. tribunals were withdrawn and sent to York University Law Library, and 700 volumes weeded from the U.S. Department of Defense and the Veterans' Administration found a more appropriate home at the Canadian Forces Staff College in Downsview. Among withdrawn materials sent to the Metropolitan Toronto Library were 335 volumes of older bound periodicals. Maps no longer required were given to the Archives of Ontario and the University of Toronto Map Library.

The reference collection was updated during the year with student assistance. Serials projects continue to absorb much staff time. In August, responsibility for the Periodicals Holdings List, handled by Collections Development for several years, was transferred to the serials unit of Information and Reference Services. Collections staff continue to contribute retention and withdrawal decisions to the list. When completed, the list will provide a complete record of the Library's periodical holdings.

Selection and retention policy statements were approved for the map



and rare book collections. The completion and revision of a Collections Policy Statement for the entire collection is progressing gradually. A chart format based on definitions developed by the American Library Association has been adopted for ease of consultation and to allow comparison with other legislative libraries.

Since September 1984, **Selected New Titles** has been expanded to include government publications, those titles being suggested by a member of the Reference staff. Published monthly, this service is distributed to more than 300 clients.

The physical management of the collection is an ongoing concern. More than 300 volumes were rebound or restored by the Library's external craft binder, including some fine examples of travel and exploration in North America. A seven-volume set of the **Mirror Of Parliament** was handsomely rebound. These volumes constitute the record of debates in the Legislature of the Province of Canada from the first session of the first Parliament in 1841 to the third session of the sixth Parliament in 1860.

The rare book shelves of the Library are beginning to show the results of the conservation efforts of the past two years. Among works rebound by our commercial binders were 42 volumes reporting English state trials held between 1163 and 1858, a scarce and valuable set. In-house repair of books and maps was continued by a Collections Technician trained at the Archives of Ontario. Some 50 items were repaired or put into protective cases.

Collections Development is responsible for the displays at the entrance to the Library. The year 1984 was one of celebration in Ontario and two of the displays reflected this. One commemorated the Bicentennial of the arrival of the United Empire Loyalists in what is now Ontario, and the other celebrated the Sesquicentennial of the City of Toronto.



Chart 1  
Percentage of Expenditure on Library Materials by Type, 1984/85

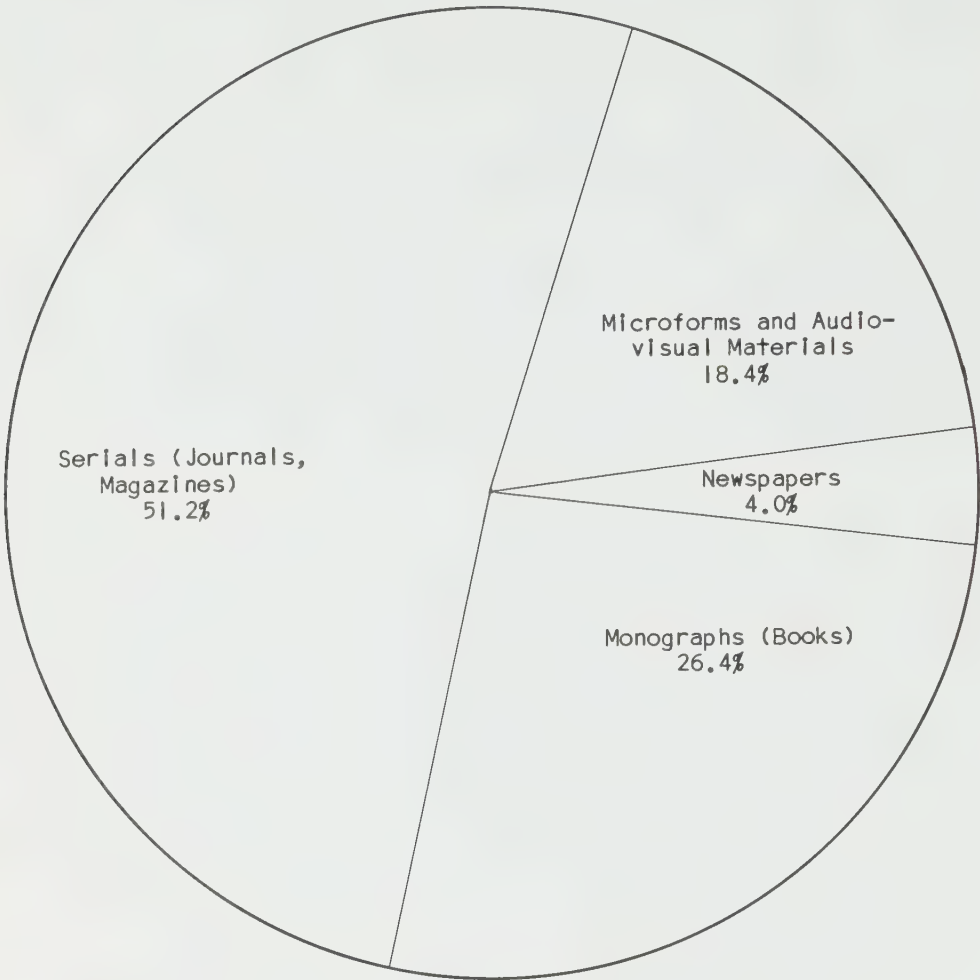
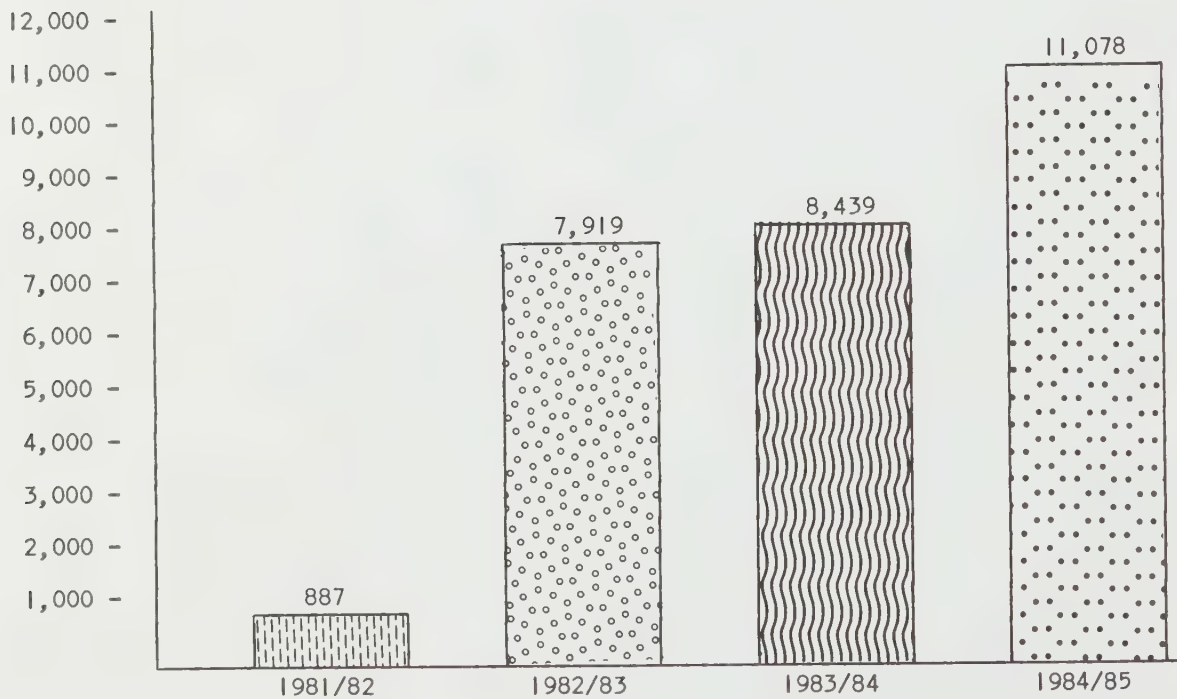


Chart 2  
Number of Titles of Government Publications Catalogued, 1981/82 - 1984/85



## Technical Services and Systems

The Technical Services and Systems section is concerned with the acquisition, bibliographic control and processing of materials added to the collection, as well as the development and maintenance of the Library's Automated Support System. The period from 1981 to 1985 has been one of sustained growth and development. Significant occurrences in the past four years include the following:

- . Development of a cataloguing program to provide bibliographic access to the Library's collection of government publications.
- . Implementation of an automated support system to maintain the expanded cataloguing program. (For a chronology, see Appendix C)
- . Closing of the Library's card catalogue in November 1981.
- . Development, with the aid of the Finance Office of the Legislative Assembly, of a program to track current commitments and disbursements against the Library's book budget.
- . Development of programs to generate the **Monthly Checklist** and **Annual Catalogue** of Ontario government publications through the Geac cataloguing support system.
- . Introduction of microcomputers into workflows to expedite procedures and the maintenance of large files and manuals.
- . Physical relocation of the Technical Services and Systems Section to 180 Bloor Street West in September 1981.

The final quarter of 1981/82 marked the beginning of a period of tremendous change which continued unabated for the next three years. As a result, staff in Technical Services and Systems were required to adjust to a constantly shifting learning curve over this time period. A comparison of primary indicators for fiscal years 1981/82 and 1984/85

shows a gross increase of 7 per cent in acquisitions activity and of 289 per cent in cataloguing output. During 1984/85, the overall system development cycle stabilized. The major changes in policy and procedure necessitated by automation of the cataloguing process and installation of an online catalogue were accomplished. Refinement of the online catalogue and the cataloguing module through the introduction of Boolean searching capability and the implementation of authority control were the primary objectives. During the past year, Technical Services has been working closely with Geac personnel in these two areas and has operated as a Beta site to test Boolean and certain aspects of the authority control module.

The use of microcomputers in Technical Services and Systems expanded during the past year. Administrative applications include compilation of statistics, preparation of the section's budget and maintenance of large and complex manuals. The software programs used primarily are WordStar, DBASE III and MultiPlan. In addition to administrative applications, microcomputers are used extensively in the acquisitions process for maintenance of the current serials subscription list and lists of legislative materials received, and for generation of claim letters and tracking government publications on order.

In May 1984, the Catalogue Liaison Committee was established by the Head of Information and Reference Services and the Head of Technical Services and Systems to facilitate communication among the various sections of the Library with respect to the Library's catalogue. The Committee has representatives from each section of the Library and its mandate is to advise on issues such as cataloguing priorities, subject analysis and special cataloguing requirements.

In August 1984, the Technical Services and Systems office area was physically reorganized to make more efficient use of existing space and to reassign seating allocation for more effective use of available natural lighting. Technical Services staff enthusiastically participated in the reorganization and made it a smooth process.

The principal statistical indicators of productivity, particularly those for cataloguing, again showed significant increases for 1984/85. The number of titles catalogued rose by more than 30 per cent overall.

## Checklist and Catalogue Service

The Checklist and Catalogue Service is responsible for cataloguing all Ontario government publications issued by ministries and other bodies designated as Schedule 1 agencies in the **Ontario Manual of Administration**. This information is disseminated to the public through checklists and catalogues published by the Ministry of Government Services and by Cataloguing-in-Publication data.

Significant developments during the past four years include:

- . A move of physical quarters to 180 Bloor Street West.
- . Automation of production of the **Monthly Checklist** and **Annual Catalogue** of Ontario government publications.
- . Institution of a Cataloguing-in-Publication (CIP) program for Ontario government publications.

In 1981, the Checklist and Catalogue Service was located at 880 Bay Street, adjacent to the Publications Services of the Ministry of Government Services to which it had been attached administratively before becoming a part of the Legislative Library on 1 April 1980. The problems relating to the division of responsibilities between these two units were not finally resolved until September 1981 when the Checklist moved to 180 Bloor Street West and new procedures were established. In its new location, next to the Technical Services and Systems section, the Checklist and Catalogue Service became integrated into the operations of the Legislative Library.



Since the Legislative Library is a full depository library for Ontario government publications, the Checklist and Catalogue Service made plans to share cataloguing data for new items added to the Library's collection. This was accomplished by automating production of the two publications compiled and edited by the Checklist and Catalogue Service. Design modifications were made to the Geac system to allow the Checklist staff to enter cataloguing data directly into the Library's Geac 6000 computer and programs were written to generate tapes for automated typesetting of the **Monthly Checklist** and **Annual Catalogue**.

Automation made possible enhancements to the Checklist and Catalogue Service's two publications: the **Monthly Checklist/Liste mensuelle** and the **Annual Catalogue** of Ontario government publications. Index citations in these publications now refer to item numbers instead of to page numbers thereby providing more precise access. In January 1984, a separate section was added to the **Monthly Checklist** for French-language materials and, starting in January 1985, a French subject index was incorporated in each issue. French subject terms have been added to the records for French materials received in 1984 so that the 1984 **Annual Catalogue** will be fully bilingual.

A Cataloguing-in-Publication (CIP) program began as a pilot project in March 1982. During the past year it has been made available to any Ontario government ministry or agency prepared to participate. Ministries and agencies wishing CIP data submit the initial pages of their manuscript along with an information sheet about it prior to publication. The Checklist and Catalogue Service produces a cataloguing record based on this preliminary data and has it verified by the National Library under whose auspices the program is administered. The publishing ministry or agency then receives a cataloguing data slip to print on the verso of the title page of the document and the National Library adds the record to its databases and bibliographic listings. The Manager of the Checklist



and Catalogue Service has promoted the program by letters to Communications Directors and through personal approaches to Publications Co-ordinators. The CIP program has expanded over the past year both in the number of participants and in the number of items catalogued.

The Checklist and Catalogue Service continues to work in close co-operation with Publications Services of the Ministry of Government Services, the publisher and distributor of the **Monthly Checklist** and **Annual Catalogue**. As well as compiling and editing the publications, the section arranges for selected Ontario government documents to be microfiched and administers the international standard number programs (ISBN/ISSN) for Ontario government publications. The work of the Checklist and Catalogue Service greatly facilitates public access to Ontario government publications. The introduction of automated systems has made this access more extensive, more precise and more timely.

### **Ontario Government Libraries' Council**

Some members of the Library staff were again actively involved in the work of the Ontario Government Libraries' Council, the organization that brings together representatives from more than sixty libraries to discuss matters of mutual interest and concern. Brian Land, Director of the Legislative Library, served as Chairman of the Council for 1984/85. Linda Reid, Manager of the Checklist and Catalogue Service, was a Director and Acting Secretary. Mary Dickerson, Head of Information and Reference Services, was a member of the Council's Public Relations Committee.

Brian Land, assisted by Patricia Hay, Executive Coordinator, Legislative Library, conducted a statistical survey for the Council of Ontario government libraries for the 1983/84 fiscal year. The purpose of the survey was to determine the nature and extent of existing library resources, both human and physical, as part of the Council's examination of the role of libraries and information centres in the government of Ontario. Fifty-eight libraries were surveyed of which 48

(82.8 per cent) responded.

Holdings of print materials, microforms and audio-visual materials among the 48 libraries reporting was as follows:

- . 1.1 million catalogued books
- . 21,900 serials (periodicals, newspapers, etc.)
- . 672,000 microforms (microfilm, microfiche, etc.)
- . 59,000 audio-visual materials (films, slide sets, sound recordings, video, etc.)
- . 143,000 other non-book materials.

Total library operating expenditures were \$9.6 million of which \$6.4 million was spent on wages and salaries (including employee benefits), and \$2.1 million was spent on acquisition of library materials. Library personnel consisted of 68 professional librarians, 40 other professionals (e.g., research officers, managers), 130 library technicians, and 54 other support staff for a total of 292. The Council survey will be repeated for the 1984/85 fiscal year.

During the year, the Council published **Computer Applications in Ontario Government Libraries**, a collection of papers edited by Brian Morrison of the Ministry of Labour Library. Included in the collection was a paper on "Installing an Online Catalogue at the Legislative Library", written by Pamela Stoksik, Head of Technical Services and Systems, and Lynn Morgan, Systems Librarian, Technical Services and Systems.

#### **Association of Parliamentary Librarians in Canada**

The Association of Parliamentary Librarians in Canada/L'Association des bibliothécaires parlementaires au Canada (APLIC/ABPAC)

held two meetings during the year. The annual meeting of the Association, whose purpose is to improve and promote parliamentary library service in Canada, took place in Toronto on 5 June 1984, and the biennial conference was held in Fredericton, N. B., 9-11 October 1984. The Fredericton conference marked the completion by Brian Land of his two-year term as President of APLIC/ABPAC. During his tenure as President, he inaugurated and edited the **APLIC Bulletin ABPAC**, a twice yearly bilingual newsletter, conducted the first annual statistical survey of Canadian parliamentary libraries, and with the concurrence of Erik J. Spicer, Parliamentary Librarian, arranged for the Library of Parliament, Ottawa, to accept responsibility for maintaining the archives of the Association.

The officers of the Association for the two-year period 1984-1986 are: President, Marian Powell, Legislative Librarian of Saskatchewan; Vice-President, Joyce Irvine, Legislative Librarian of Manitoba; Secretary, Richard Paré, Associate Parliamentary Librarian, Library of Parliament; Past President, Brian Land, Director, Legislative Library.

#### **Director's Visit to Australia and New Zealand**

With the permission of the Speaker and approval of the Board of Internal Economy, Brian Land, Director of the Legislative Library, visited Australia and New Zealand from 24 June to 12 July 1984. His visit followed an invitation extended to him in his capacity as President of the Association of Parliamentary Librarians in Canada by Dr. Russell L. D. Cope, Parliamentary Librarian of New South Wales, Sydney, and President of the Association of Parliamentary Librarians of Australasia, to participate in the latter association's seventh biennial conference in Brisbane, Queensland, 29 June - 2 July. The invitation from Dr. Cope was augmented by a similar request to Mr. Speaker Turner from the Hon. John Warner, Speaker of the Legislative Assembly of Queensland, that Mr. Land be permitted to attend the Brisbane Conference. Invitations were also received from Hillas de S. C. MacLean, Parliamentary Librarian, Department of the Parliamentary Library,

Canberra, A.C.T., who visited the Ontario Legislative Library in July 1983, and from D. Ian Matheson, Chief Librarian, General Assembly Library, Wellington, N. Z., who visited the Ontario Legislative Library in September 1982, to pay visits to their respective libraries and to address their staffs on developments in Canadian parliamentary libraries.

The Brisbane Conference featured a demonstration of computerized information retrieval systems. The Queensland Parliamentary Library demonstrated its application of PARL-AIRS, a thesaurus adapted from the POLIS system developed by the House of Commons, London. The Commonwealth Parliamentary Library demonstrated its Parliamentary Database System which accesses Hansard, Journals, Votes and Proceedings, Standing Orders, and Parliamentary Practice for both the Senate and House of Representatives.

Other sessions of the Brisbane Conference dealt with a number of issues familiar to a Canadian parliamentary librarian including freedom of information, electronic mail, the private member as a communicator, collection evaluation and development, access to parliamentary and government publications, and the changing socio-cultural background of parliamentary representatives and its impact on library services.

Mr. Land also visited the Parliamentary Library in Canberra, where he was the guest of the Australian Parliament. During his visit to Canberra, Hillas MacLean, Commonwealth Parliamentary Librarian, held a reception in his honour in Parliament House. Among those attending were His Excellency, the Rt. Hon. Edward Schreyer, Canadian High Commissioner to Australia; Sir Harold White, retired National Librarian and Commonwealth Librarian; A. Leslie Moore, also a retired Commonwealth Parliamentary Librarian; John Brudenall, Deputy Parliamentary Librarian, and other senior officers of the Library.

While in Australia, Mr. Land also took the opportunity to visit the Parliamentary Library of Queensland, Brisbane, and the Parliamentary



Library of New South Wales, Sydney, both of which occupy modern and attractive quarters in new multi-storied parliament buildings. He also visited the Parliamentary Library of Victoria, Melbourne, located in the State Parliament Building, built in 1851, which was being renovated.

Mr. Land concluded his trip with a visit to the General Assembly Library in Wellington which was undergoing a general review of its organization and structure. The visit to Australia and New Zealand provided him with an excellent opportunity to meet and talk with his Australasian colleagues about matters of mutual interest and concern, to exchange information and to visit five parliamentary libraries. Everywhere he visited, he was received with the utmost courtesy and would like to acknowledge, in particular, the warm hospitality of Hillas MacLean, Commonwealth Parliamentary Librarian; Dr. Russell Cope, Parliamentary Librarian of New South Wales; Nick Bannenberg, Parliamentary Librarian of Queensland; Josephine McGovern, Parliamentary Librarian of Victoria; and Ian Matheson, Chief Librarian of the General Assembly of New Zealand.

## **Organization and Staffing**

For administrative purposes, the Director of the Legislative Library, Research and Information Services reports to the Speaker of the Legislative Assembly. (See Appendix A) The annual estimates for the Legislative Library are submitted in the first instance to the Board of Internal Economy. Subsequently the estimates are presented to the Standing Committee on General Government for review and approval.

An organization chart for the Legislative Library is provided in Appendix B and a staff roster appears in Appendix M. As of 31 March 1985, the full-time complement totalled 80, distributed as follows: Office of the Director - 5; Information and Reference Services - 22; Press Clipping Service - 10; Legislative Research Service - 16; Collections Development - 4; Technical Services and Systems - 19; Checklist and Catalogue Service - 4. In addition, there were 7 unclassified contract positions (6 of which were part-time), 8 part-time student positions and 9 summer student positions.



## Staff Activities

Members of the Legislative Library staff continued to be active in the work of library-related organizations. Brian Land, Director, served as Chairman of the Ontario Government Libraries' Council and completed a two-year term as President of the Association of Parliamentary Librarians in Canada (APLIC), and as Editor of the **APLIC Bulletin ABPAC**, the Association's newsletter. He continued as Chairman of the Resource Network Committee of the National Library Advisory Board, as the Canadian Library Association's voting member on the Book and Periodical Development Council and as a member of the editorial board of **Focus**, the journal of the Ontario Library Association. He addressed graduate students at the Faculty of Library and Information Science of the University of Toronto on "Access to Government Information in Canada" on 16 November 1984 and 11 March 1985. Pat Hay, Executive Coordinator, again coordinated Red Cross Blood Donor Clinics for Office of the Assembly employees and caucus employees.

Mary Dickerson, Head of Information and Reference Services was appointed a member of the Task Group on Ontario Newspapers which is charged with responsibility for coordinating the preservation of Ontario newspapers and with developing adequate bibliographic control for all newspapers published in the province. She served as Vice-President and President Elect of the Toronto Chapter of the Special Libraries Association for 1984/85 and continued to represent the Legislative Library on the Working Group on House Information Systems. During the Benchmark Testing Phase of this project in August 1984, Denise Debney, Word Processing Operator, assisted with the preparation of documents for testing and with the actual testing.

Robert Gardner, Librarian, Information and Reference Services, was a speaker at three conferences dealing with library applications of microprocessors. He spoke on "Microcomputers; Installation and Problem Solving" at the annual meeting of the Canadian Health Libraries Association in Toronto on 4 June 1984; on "Use of IBM PCs for

Online Searching" at the University of Toronto on 28 June 1984; and on "Installing IBM PC Software for Reference Applications", at a Workshop sponsored by the Canadian Association of Special Libraries and Information Centres in Ottawa on 16 January 1985. He also advised the Ministry of Energy Library, the Ministry of Natural Resources Library, the Ministry of Treasury and Economics Library, the Metropolitan Toronto Library, the University of Toronto Faculty of Library and Information Science Library, and the Manitoba Legislative Library on IBM PC applications for commercial database searching.

Susan Waintman, Assistant Head of Information and Reference Services, spoke on "The Use of Ontario Statutes and Regulations" at the annual conference of the Ontario Association of Library Technicians in Barrie on 1 June 1984. Eleanor Barnes, Librarian, Information and Reference Services, was Chairperson of the Subcommittee on Official Publications of the Canadian Association of Law Libraries, 1984/85.

Cynthia Smith, Chief of the Legislative Research Service, served as President of the Toronto Chapter of the Special Libraries Association for 1984/85. Robert Gardner, Assistant Chief of the Legislative Research Service, spoke on "The First Five Years of the Research Service" at the Biennial Conference of the Association of Parliamentary Librarians in Canada in Fredericton, N. B., in October 1984. John Eichmanis, Research Officer, was appointed by the Speaker of the Legislative Assembly as one of the three members of the committee coordinating the Legislative Intern Program directed by Professor Fred Fletcher of York University and co-sponsored by the Office of the Assembly and the Canadian Political Science Association.

Pamela Stoksik, Head of Technical Services and Systems, participated in a panel on "Consulting in the Library World" at the Annual Meeting of the Canadian Library Association in Toronto in June 1984; delivered two papers on computer applications at the Ontario Legislative Library at the Biennial Conference of the Association of Parliamentary Librarians in Canada, in Fredericton, N. B., in October 1984;

served as the Special Libraries Association, Toronto Chapter representative on the Canadian Committee on Cataloguing; and also served on the Editorial Board of the **Canadian Library Journal**. Lynn Morgan, Systems Librarian, served as General Editor of **Loyalist Lineages of Canada, 1783-1983**, and participated in a Toronto Area Library Technicians Workshop on Microcomputers, 13 October 1984. Annemarie Toth-Waddell, a cataloguer in Technical Services and Systems, assisted Pat Tolmie of the Hansard Office in organizing a small collection of books and government publications in that office. Linda Reid, Manager of the Checklist and Catalogue Service, served as a Director and the Acting Secretary of the Ontario Government Libraries' Council for 1984/85.

During the year, the Legislative Library had representatives at the annual conferences of several major library associations. These include the annual conference of the Canadian Association of Law Libraries, London, May 1984; the American Society for Information Science, Bloomington, IN, May 1984; the Canadian Health Libraries Association, Toronto, June 1984; the Canadian Library Association, Toronto, June 1984; the Special Libraries Association, New York, June 1984; the Ontario Association of Library Technicians, Barrie, June 1984; the Association of Parliamentary Librarians in Canada, Fredericton, N.B., October 1984; and the Ontario Library Association, Ottawa, October 1984. Other conferences attended by staff include the Ontario Economic Conference, Toronto, May 1984; the Conference on Privacy, Toronto, May 1984; Canadian Communications Association, Guelph, June 1984; the Canadian Institute of Planners, St. John's, Nfld., June 1984; the Canadian Political Science Association, Guelph, June 1984; the Canadian Comprehensive Auditing Foundation, Ottawa, June 1984; the Family Law Conference, Halifax, July, 1984; and the National Conference of State Legislatures, Boston, July 1984.

Such conferences provide the opportunity for library staff to attend program sessions of special interest, to meet and consult with colleagues from libraries and other institutions on matters of mutual concern, and to participate in furthering the objectives of the respective associations.



## Staff Retirement

The staff of the Legislative Library held a reception on 30 November 1984 in honour of Mary Soplet on the occasion of her retirement after eleven years' service to the Legislative Library. Special guests included Mrs. Soplet's family; Doris Wagg, a former Legislative Librarian; and Irene Hope and Edith Henderson, former Library staff members now retired. A letter from the Premier, the Hon. William G. Davis, was received by Mrs. Soplet conveying his appreciation to her for her years of public service. Several presentations were made to Mrs. Soplet by her Library friends and colleagues.

## Obituary

We record with sadness the untimely death of Joan N. Shields, Secretary to the Director, on 8 October 1984 after a year's illness. Mrs. Shields had eleven years' service with the Ontario government before joining the staff of the Legislative Library on 5 March 1979. A donation was made to the Canadian Cancer Society in her memory by her many friends and colleagues on the staff of the Library.

## Visitors to the Library

Among the visitors to the Legislative Library during the year were: Dr. David Menhennet, Librarian of the House of Commons, London; John Uhr, Director of Studies, Public Service Board, Canberra, Australia; Cheryl Ann Ramsubeik, University of the West Indies, Trinidad; Albert Gerrone, Chief of Legislative Services and Legislative Counsel for the New Jersey Legislature, Trenton, N. J.; Marian Beyea, Provincial Archivist of New Brunswick, Fredericton; Joyce Irvine, Legislative Librarian of Manitoba, Winnipeg; and Bruce Peel, Edmonton, Chairman of the Publications Committee of the Bibliographical Society of Canada.

As in past years, the online catalogue and computer applications in the Legislative Library continued to generate a great deal of interest.

Visitors to Technical Services and Systems included staff members from the University of Saskatchewan, Saskatoon; Simon Fraser University, Burnaby, B. C.; the University of Washington, Seattle; and the Burnaby (B. C.) Public Library; and faculty and students from the Faculty of Library and Information Science, University of Toronto, and from Sheridan College of Applied Arts and Technology, Oakville. The Library also hosted the Ontario Geac User Group Meeting in the Fall of 1984 when the Geac Authorities Module was demonstrated for representatives from 15 libraries.

### Appreciation

The Director would like to express his appreciation to the Speaker of the Legislative Assembly for the 32nd Parliament, the Hon. John M. Turner, to the members of the Board of Internal Economy and to the senior officers of the Office of the Assembly for their continuing support of the work of the Legislative Library.

A special word of appreciation is due Linda M. Grayson, Chief of the Legislative Research Service from 1 June 1981 to 26 October 1984, who resigned to accept the position of Superintendent of Information Services with the Board of Education for the City of Toronto. Dr. Grayson took over a new and somewhat uncertain section of the Legislative Library and built it into a first-rate research service for MPPs and committees. Tributes to Dr. Grayson from the Speaker and all three party spokesmen are recorded in **Hansard Official Report of Debates** for 26 October 1984.

R. B. Land  
Director



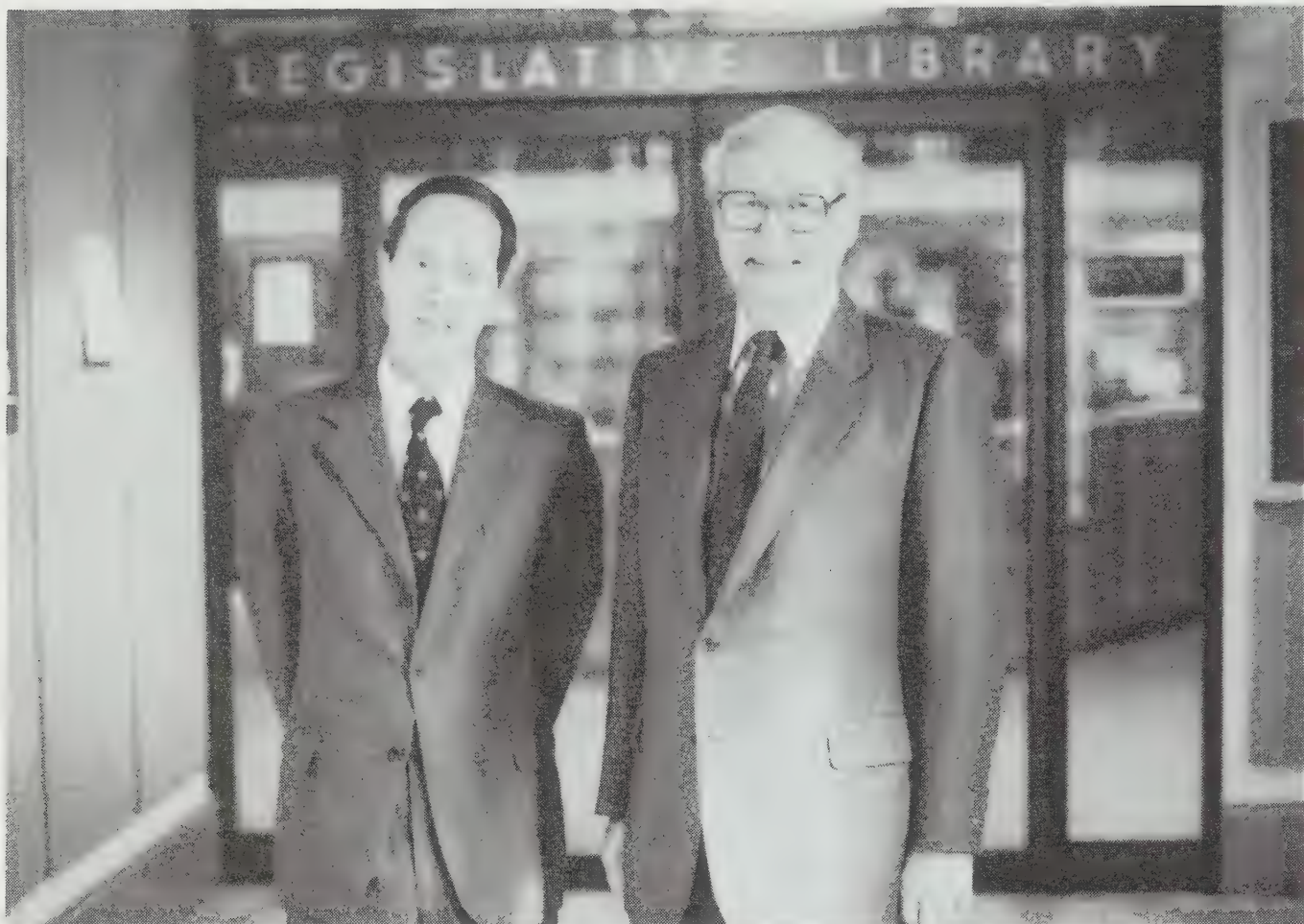


The Hon. John Aird, Lieutenant Governor of Ontario, inscribes a copy of *Legislators and Legislatures of Ontario, 1792-1984*, for its author, Debra Forman, Reference Librarian, and the Director of the Legislative Library, Brian Land.



The Association of Parliamentary Librarians in Canada held its annual meeting at Queen's Park, 5 June 1984. Delegates from eight legislative libraries and the Library of Parliament are pictured here with Bicentennial guides.





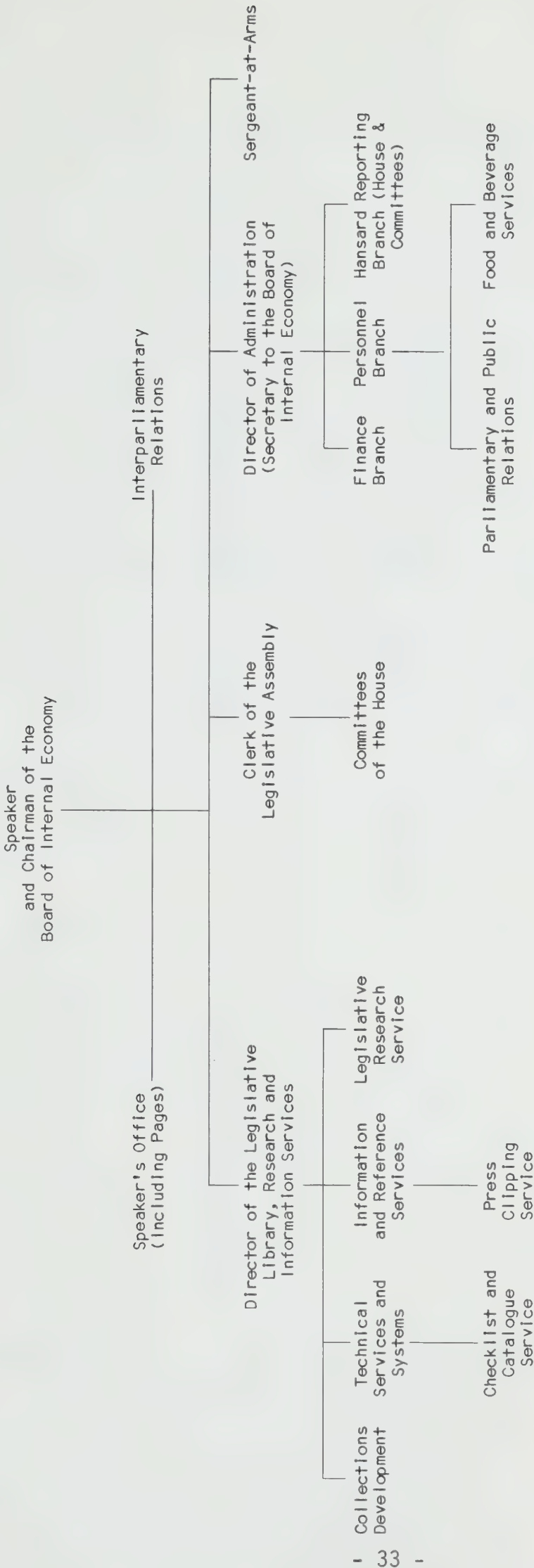
Dr. David Menhennet, Librarian of the House of Commons, London, visited the Ontario Legislative Library in September 1984 and addressed the staff on library developments at Westminster. He is pictured here (Left) with the Director, Brian Land.



The Hon. John M. Turner, Speaker of the 32nd Parliament of Ontario, accepts a copy of *Speakers of the Legislative Assembly of Ontario, 1867-1984*, by Kathleen Finlay, Research Officer, from Brian Land, Director, and Cynthia Smith, Chief of the Legislative Research Services.

Appendix A

Administrative Structure:  
Ontario Legislative Assembly

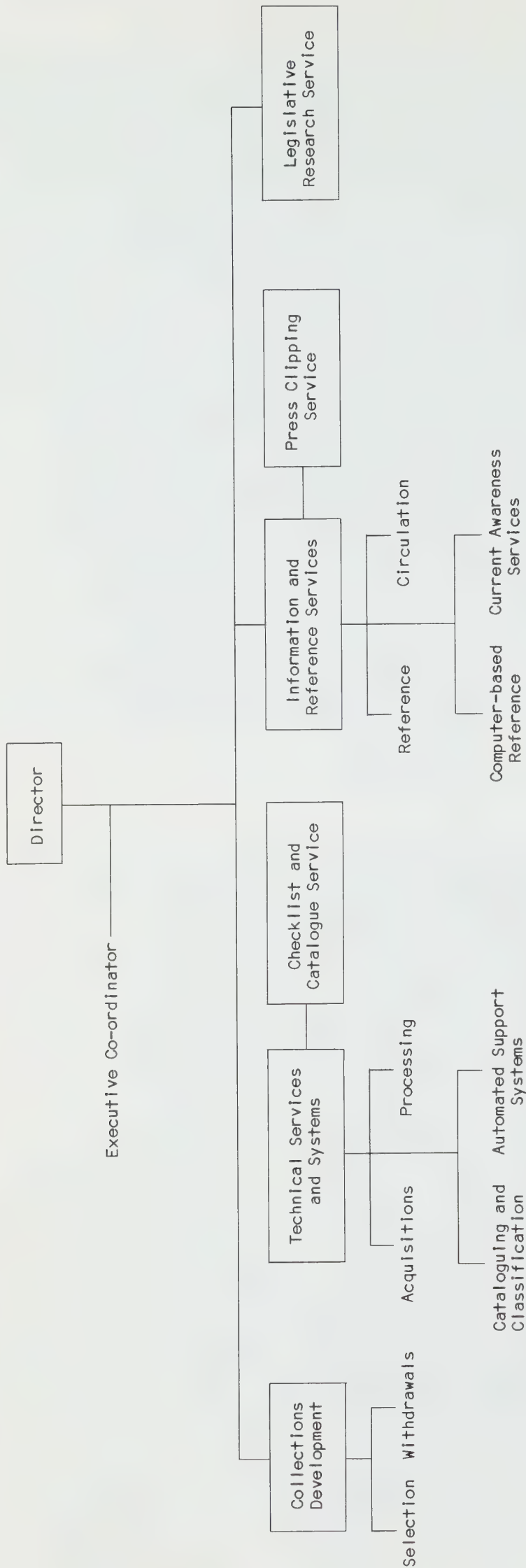


**Note:** The Provincial Auditor, Ombudsman/Ontario, the Commission on Election Contributions and Expenses and the Office of the Chief Election Officer report through the Speaker and, for the purpose of financial control, funds and staff complements are approved by the Board of Internal Economy.

**Note:** The Clerk of the Legislative Assembly is the Chief Permanent Officer of the House, reporting to the Speaker. The Director of Administration, the Director of the Legislative Library, Research and Information Services and the Sergeant-at-Arms also report to the Speaker.

**SOURCE: Allowances and Services; A Guide for Members of the Ontario Legislature.** Toronto: Office of the Assembly, 1984. p. [11].

Appendix B  
 Administrative Structure:  
 Ontario Legislative Library





## Appendix C

### Implementation of Geac Automated Cataloguing Support System: A Chronology, 1980-1985

1980	May	Feasibility study initiated.
	November	Funding approval received from the Board of Internal Economy.
	December	Requests for Proposal (RFP) sent to vendors.
1981	February-May	Evaluation of RFPs, site visits and meetings with vendors.
	June	Recommendation to purchase Geac System.
	June-September	Contract negotiations with Geac.
	September	Feasibility study by Geac for automation of <b>Monthly Checklist</b> and <b>Annual Catalogue</b> ; contract signed with Geac.
	December	Installation of hardware; operations training initiated.
1982	February	Installation of MARC Records Management System (MRMS) software; data entry training initiated; first data entered.
	April	Installation of Circulation Inquiry Module; database available to Information and Reference staff for inquiry.
	August	Installation of terminal in Legislative Research Service.
1983	April	Installation of Online Catalogue Module.
	June	Beginning of data entry for authority records.
	September	First <b>Monthly Checklist</b> generated through Geac System.
1984	February	Testing of authority reports.
	May	Installation of Terminal Controller Module allowing access to all modules from some terminals.
	September	Installation of Boolean processor for testing.
	October	Installation of test file linking authorities to online catalogue.
	December	First <b>Annual Catalogue</b> generated through Geac System.
1985	January	Installation of Release 11 software allowing for use of Boolean processor and authority control in online catalogue.



## Appendix D

### Notable Acquisitions

#### Loose-leaf Services

Canada. House of Commons. Members' Manual of Allowances and Services. Ottawa: The House, 1984-.

Canadian Financial Institutions. Includes The Financial Observer. Don Mills, Ont.: CCH Canadian, 1984-.

Canadian Occupational Safety and Health Law. Don Mills, Ont.: Corpus Information Services, 1984-.

Canadian Small Business Financing and Tax Planning Guide. Don Mills, Ont.: CCH Canadian, 1984-.

Research Facility Memoranda. Toronto: Law Society of Upper Canada, 1984-. (Selected publications from the Charter of Rights and Family Law series.)

United States Law Week. Washington, D.C.: Bureau of National Affairs, 1933-. Library has: v. 53, 1984-.

Young Offenders Service. Edited by Nicholas Bala and Heino Lilles. Scarborough, Ont.: Butterworths, 1984-.

#### Serials

Canada Tomorrow: The Strategy Bulletin. Toronto: Global Management Bureau, 1982-. Library has: v. 3, 1984-.

Commonwealth Lawyer: The Journal of the Commonwealth Lawyers' Association. London: The Association, v. 1, 1984-.

Comparative Labor Law. Los Angeles, CA.: School of Law,  
University of California, 1979-. Library has: v. 5, no. 4, 1983-.

Energy in Canada. Don Mills, Ont.: Corpus Information Services,  
no. 1, 1984-.

Environmental Health Review. Etobicoke, Ont.: Canadian Institute of  
Public Health Inspectors, 1971-. Library has: v. 27, no. 4, 1983-.

European Industrial Relations Review. London: Eclipse Publishing,  
1975-. Library has: no. 108, 1983-.

Friedberg's Commodity and Currency Comments. Toronto: Friedberg  
Commodity Management, 1980-. Library has: v. 5, no. 9, 1984-.

Justice Report/Actualités justice. Ottawa: Canadian Criminal  
Justice Association, v. 1, 1984-.

National Insolvency Review. Montreal: Jewel Publications,  
v.1, 1983-.

Ontario Appeal Cases. Fredericton, N.B.: Maritime Law Book,  
v. 1, 1984-.

Ottawa on the Record: A Summary of Federal Policies, Programs  
and Issues at Work. Ottawa: Henry and Gray, v.1, 1984-.

Policy Alternatives. Ottawa: Canadian Centre for Policy  
Alternatives, 1983-. Library has: Winter 1984-.

Appendix E  
Estimates and Expenditures  
(\$000s)

	Fiscal Year 1981/82	Fiscal Year 1982/83	Fiscal Year 1983/84	Fiscal Year 1984/85
<b>Estimates</b>				
Salaries and Wages	\$1,355.0	\$1,801.5	\$1,998.5	\$2,194.2
Employee Benefits	218.0	288.4	328.7	380.3
Transportation and Communications	24.3	39.1	42.6	35.4
Services	278.7	249.6	287.3	283.7
Supplies and Equipment	482.2	412.1	439.8	489.0
Recoveries	(2.0)	(1.2)	(1.2)	(1.2)
TOTAL	<u>\$2,356.2</u>	<u>\$2,789.5</u>	<u>\$3,095.7</u>	<u>\$3,381.4</u>

<b>Expenditures</b>				
Salaries and Wages	\$1,386.7	\$1,715.9	\$1,953.6	\$2,137.7
Employee Benefits	183.8	228.1	267.7	300.8
Transportation and Communications	17.4	23.2	28.5	31.2
Services	236.4	163.5	194.1	211.5
Supplies and Equipment	517.3	436.7	511.0	524.9
Recoveries	(2.2)	(2.6)	(3.1)	(3.0)
TOTAL	<u>\$2,339.4</u>	<u>\$2,564.8</u>	<u>\$2,951.8</u>	<u>\$3,203.1</u>

# Appendix F

## Statistical Summary: Information and Reference Services

	Fiscal Year 1981/82	Fiscal Year 1982/83	Fiscal Year 1983/84	Fiscal Year 1984/85	Percentage Change 1983/84 - 1984/85
<b>Circulation</b>					
Loans:					
Monographs	2,591	3,036	3,406	3,059	(10.2)
Government Publications	3,572	2,638	2,152	1,908	(11.3)
Newspapers	215	267	53	133	150.9
Periodicals	1	85	157	201	28.0
Other (Uncatalogued items)	133	287	227	113	(50.2)
Total	6,513	6,313	5,995	5,414	(9.7)
Interlibrary Loans					
Borrowed - Volumes	288	240	351	253	(27.9)
Borrowed - Photocopies (items)	537	510	627	498	(20.6)
Loaned - Volumes	586	318	360	308	(14.4)
Loaned - Photocopies (items)	126	141	200	180	(10.0)
Total Items (excludes unfilled requests)	1,477	1,209	1,538	1,239	(19.4)
<b>In-Library Use</b>					
Monographs	27,434	25,034	25,804	29,668	15.0
Government Publications	57,032	81,922	72,451	63,496	(12.4)
Current Data Files Consulted	3,135	3,908	4,203	4,569	8.7
Microforms					
Microfiche (sheets)	213	618	1,317	1,597	21.3
Microfilm (reels)	1,028	1,363	1,284	1,427	11.1
Videotapes	14	49	40	38	(5.0)
Periodicals	8,274	7,492	9,852	10,731	8.9
<b>Articles Supplied by Photocopy</b>					
Periodical Contents					
Articles Requested	2,958	4,011	4,038 <sup>1</sup>	4,084	1.1
Pages Photocopied	20,709	28,061	28,266 <sup>1</sup>	28,588	1.1
Periodical Selections					
Articles Requested	837	1,246	1,135	1,346	18.6
Pages Photocopied	7,515	10,711	10,215 <sup>1</sup>	12,114	18.6
<b>Reference</b>					
Inquiries	15,988	15,968	15,103	14,417	(4.5)
Computer Searches	798	746	829	882	6.4
Bibliographies Compiled	40	18	13	7	(46.2)
Current Awareness Services (issues)					
Periodical Contents	35	43	48	51	6.3
Periodical Selections	8	11	12	12	0.0
Selected New Titles	12	10	9	10	11.1
Courier Service (trips)	1,547	1,217	1,434	1,180	(17.7)
Library Tours (groups)	24	46	38	26	(31.6)

<sup>1</sup> Revised

# Appendix G

## Statistical Summary: Press Clipping Service

	Fiscal Year 1981/82	Fiscal Year 1982/83	Fiscal Year 1983/84	Fiscal Year 1984/85	Percentage Change 1983/84 - 1984/85
Number of Clippings Distributed	1,276,986	1,720,441	1,592,076	1,486,554	(6.6)
Number of Clients (31 March)	131	147	142	140	(1.4)

# Appendix H

## Statistical Summary: Legislative Research Service

	Fiscal Year 1981/82	Fiscal Year 1982/83	Fiscal Year 1983/84	Fiscal Year 1984/85	Percentage Change 1983/84 - 1984/85
Projects Completed by Source of Request:					
Individual Members	277	273	225	247	9.8
Committees	180	129	150	138	(8.0)
Senior Assembly Officials	21	48	51	45	(11.8)
Other	<u>10</u>	<u>11</u>	<u>5</u>	<u>36</u>	<u>620.0</u>
TOTAL	488	461	431	466	8.1
Number of Titles of Current Issue Papers Published	12	7	2	9	350.0
Requests for Current Issue Papers	609	922	427	683	60.0
Number of Titles of Research Reviews Published	n/a	7	9	3	(66.7)
Requests for Research Reviews	n/a	149	325	260	(20.0)
Number of Committee Meetings Attended	n/a	162	273	194	(28.9)



# Appendix I

## Statistical Summary: Collections

	31 March 1982	31 March 1983	31 March 1984	31 March 1985	Percentage Change 1983/84 - 1984/85
<b>Library Holdings</b>					
Volumes					
Monographs	76,468	76,988	77,052	78,061	1.3
Government Publications <sup>1</sup>	n/a	n/a	n/a	n/a	---
Periodicals (bound)	10,267	8,904	8,650	8,048	(7.0)
Current Data File					
Files	1,707	1,807	1,891	1,953	3.3
Microforms					
Microfiche (sheets)	346,132	422,384	483,590	553,926	14.5
Microfilm (reels)	5,996	6,499	6,938	7,187	3.6
Audio-visual Materials					
Videotape Cassettes (programs)	153	323	409	496	21.3
Sound Cassettes	29	47	35	65	85.7
Films	1	1	1	5	400.0
Maps	1,512	1,714	1,754	535	(69.5)
<b>Serials Currently Received <sup>2</sup></b>					
Periodicals	702	762	794	799	0.6
Newspapers	293	295	293	294	0.3
Other Serials	1,137	1,238	1,383	1,434	3.7
	Fiscal Year 1981/82	Fiscal Year 1982/83	Fiscal Year 1983/84	Fiscal Year 1984/85	Percentage Change 1983/84 - 1984/85
<b>Bibliographic Searches (titles)</b>	8,781	7,831	7,694	9,333	21.3
<b>Gifts Processed (volumes)</b>	12,154	13,000	14,658	7,336	(50.0)
<b>Withdrawals</b>					
Monographs (volumes)	5,624	1,719	2,613	1,836	(29.7)
Serials (volumes)	1,180	4,117	1,749	1,870	6.9
Maps	0	16	119 <sup>3</sup>	1,220	925.2
Government Publications (volumes)	21,614	1,865	12,203 <sup>3</sup>	5,668	(53.6)
Microforms	n/a	0	418	1,471	251.9

1 The Legislative Library has tens of thousands of government publications but has not done a volume count in recent years.

2 Titles, including microforms

3 Revised

# Appendix J

## Statistical Summary: Technical Services

	Fiscal Year 1981/82	Fiscal Year 1982/83	Fiscal Year 1983/84	Fiscal Year 1984/85	Percentage Change 1983/84 - 1984/85
<b>Acquisitions</b>					
Orders Placed	2,841	2,793	3,913	4,137	5.7
Items Received:					
Books (volumes)	3,991	2,232	2,677	2,845	6.3
Serials (titles)	295	164	232	182	(21.6)
Newspapers (titles)	9	2	4	1	(75.0)
Government Publications (items, excluding microforms)	62,190	59,692 <sup>1</sup>	50,235	49,512	(1.4)
Microfiche (sheets)	41,964	76,252 <sup>1</sup>	61,624	71,787	16.5
Microfilm (reels)	764	747	439	269	(38.7)
Other - Maps	148	218	130	0	----
Other - Audio Cassettes	1	18	13	16	23.1
<b>Cataloguing</b>					
Items Catalogued					
Books (titles)	2,412	2,496	2,596	2,802	7.9
Books (volumes)	2,884	3,213	2,704	2,959	9.4
Periodicals (titles)	101	157	110	149	35.5
Serials (titles)	212	498	251	448	78.5
Government Publications (titles)	887	7,919	8,439	11,078	31.3
Government Publications (volumes)	2,386	17,001	17,177	26,938	56.8
Microfiche (titles)	47	14	32	307	859.4
Microfilm (titles)	17	4	6	5	(16.7)
<b>Binding</b>					
Items Bound (volumes)	1,396	1,841	2,780	2,003	(27.9)
In-library Processing (volumes)	1,253	1,409	2,545	3,071	20.7
<b>Databases</b>					
Number of Records in Master Database	n/a <sup>3</sup>	12,103	23,589	39,149	66.0
Number of Records in Authorities Database	n/a <sup>4</sup>	n/a	4,456	11,651	161.5

1 Totals reflect changes during 1982/83 from hard copy to microfiche format for U.S. Government Publications received.

2 Revised.

3 System implemented February 1982.

4 Authorities development implemented June 1983.

# Appendix K

## Statistical Summary: Checklist and Catalogue Service

	Fiscal Year 1981/82	Fiscal Year 1982/83	Fiscal Year 1983/84	Fiscal Year 1984/85	Percentage Change 1983/84 - 1984/85
Items Catalogued	2,803	3,755	3,228	3,164	(2.0)
Items Listed in Monthly Checklist	2,217	2,920	2,733	2,681	(1.9)
Depository Items	1,172	1,240	844	977	15.8
Items Received from Publications Warehouse	1,657	2,171	2,052	1,911	(6.9)
Items Received from Other Sources	560	749	681	770	13.1
Items Microfiche	227	548	729	589	(19.2)
Cataloguing in Publication (CIP)	3	34	50	57	14

## Appendix L

### Publications

#### 1. Current Issue Papers

Eichmanis, John. Agencies, Boards and Commissions in Ontario: Accountability and Control. C-22. April 1984. 17 p.

Fritz, Helen. Responses to the Canada Health Act. C-29. November 1984. 15 p.

Gardner, Bob. Day Care in Ontario. C-23. April 1984. 16 p.

Kaye, Philip. The Redistribution of Electoral Districts in Ontario. C-24. June 1984. 21 p.

-----, Party Discipline and Legislative Voting. C-28. October 1984. 11 p.

Madisso, Merike. The Mental Health Act. C-5. Revised November 1984. 15 p.

Mooney, Peggy. Deregulation. C-27. October 1984. 10 p.

-----, Severely Handicapped Newborns and Their Right to Treatment. C-26. October 1984. 11 p.

Nigro, Albert. Censorship vs. Free Speech: The Impact of the Charter. C-25. September 1984. 15 p.

#### 2. Research Reviews

Corbeil, Laura. Heroin and the Terminally Ill. R-17. April 1984. 7 p.

Fritz, Helen. The Duration of Elections in Canada. R-19. February 1985. 7 p.

Kaye, Philip. When do Ontario Acts Come Into Force? R-18.  
November 1984. 7 p.

### 3. Bibliographies and Reading Lists

Fisher, Mary. Canadian Wage and Price Controls in the 1980's:  
A Selected Bibliography. June 1984. 17 p.

Hynes, Susanne H. The Budget Process in Ontario: A Selected  
Annotated Bibliography. April 1984. 15 p.

Hynes, Susanne H., and Krueger, Donald R. Accountability  
and Control of Crown Corporations: A Selected Bibliography.  
Rev. and enlarged. April 1984. 29 p.

Krueger, Donald R. The Canadian Charter of Rights and Freedoms:  
A Selected Bibliography. October 1984. 22 p.

----- . Emergency Planning: A Selected Annotated Bibliography.  
March 1985. 19 p.

----- . Right to Farm: A Selected Bibliography. June 1984. 3 p.

### 4. Checklist and Indexes

Waintman, Susan, comp. Ontario Royal Commissions and Commissions  
of Inquiry, 1979-1984: A Checklist of Reports. Toronto:  
Legislative Library, Research and Information Services, 1985.  
17 p.



## 5. Serials

**Annual Report of the Director, Legislative Library, Research and Information Services, 1983/84.** Toronto: 1984.

**Canadian Legislative News.** v. 1, no. 1, 15 November 1984 - v. 1, no. 8, 13 December 1984.

**Memo to Members,** no. 12, October 1984 - no. 13, November 1984. 2 issues.

**Ontario Government Publications Annual Catalogue 1983.** Toronto: Ministry of Government Services, c1984. 332 p. Compiled and edited by the Checklist and Catalogue Service of the Ontario Legislative Library.

**Ontario Government Publications Monthly Checklist of Titles Received = Publications du gouvernement de l'Ontario, liste mensuelle des titres reçus.** v. 14, no. 1 (January 1984) - v. 14, no. 12 (December 1984). Toronto: Ministry of Government Services. Compiled and edited by the Checklist and Catalogue Service of the Ontario Legislative Library.

**Periodical Contents,** no. 187, 6 April 1984 - no. 237, 29 March 1985. 47 issues.

**Periodical Selections,** v. 6, no. 1, April 1984 - v. 6, no. 12, March 1985. 12 issues.

**Press Highlights.** 6 issues.

**Selected New Titles,** v. 6, no. 1, April 1984 - v. 6, no. 10, March 1985. 10 issues.

**Status of Bills,** 29 March - 21 June 1984; 13 September 1984 - 16 January 1985. 24 issues.

## 6. Other Publications

Finlay, Kathleen. **Speakers of the Legislative Assembly of Ontario 1867-1984.** Toronto: Legislative Library, Research and Information Service, March 1985. 134 pp.

Land, Brian. **Directory of Associations in Canada.** 6th ed. Toronto: Micromedia Limited, 1985. 425 pp.

----- . "Parliamentary Libraries in Canada: An Overview". In **Proceedings of the Seventh Conference of Parliamentary Librarians of Australasia, Brisbane, 29th June-2nd July 1984.** Brisbane: Queensland Parliamentary Library, 1984. 63-83 pp.

Land, Brian and Forman, Debra. "The Leaders". In **Loyal She Remains: A Pictorial History of Ontario.** Toronto: The United Empire Loyalists Association, 1984. 480-489 pp.

Morgan, Lynn, General Editor. **Loyalist Lineages of Canada, 1783-1983.** Toronto: Generation Press, 1984. 897 pp.

Stoksik, Pamela and Morgan, Lynn. "Installing an Online Catalogue at the Legislative Library". In **Computer Applications in Ontario Government Libraries.** Toronto: Ontario Government Libraries' Council, 1984. 11-20 pp.

Stoksik, Pamela. Review of Training Users of Online Public Access Catalogs. **Canadian Library Journal** 41 (August 1984): 222-223.

Wierucki, Karen. **The Subject Authority: A Database Management Tool for Use by Community Information Centres in Ontario.** Toronto: Association of Community Information Centres in Ontario, 1984. 38 pp.

## Appendix M

### Staff Roster\*

(1 April 1984 - 31 March 1985)

#### Director's Office

Director:	R. Brian Land, B.A., M.A., B.L.S., M.L.S.
Executive Coordinator:	E. Patricia Hay, B.A., B.P.H.E., B.L.S., M.L.S.
Secretary to the Director:	Charlotte Chic (Appointed 3 December 1984) Joan Shields (Deceased 8 October 1984) Norma Ferguson, B.A., Acting Secretary, 1 April - 1 October 1984 (Contract)
Accounts Clerks:	Margaret Chomik Sumi Johnson
Budget Adviser:	Sigrid Fromhold-Treu, 1 April - 1 June 1984 (Part-time; contract)

#### Information and Reference Services

Head:	Mary E. Dickerson, B.A., B.L.S., M.L.S.
Assistant Head:	Susan Waintman, B.A., M.L.S.
Librarians:	Margaret Allan, B.A., B.L.S., 18 March 1985 - 31 March 1985. (Part-time; contract) Eleanor Barnes, B.A., B.L.S. Mary Faulkner, B.A., M.S. Mary Fisher, B.A., M.L.S. 1 April 1984 - 31 March 1985 (Part-time; contract)

\* Excludes G.O. Temporary Staff

## Information and Reference Services (Continued)

Debra Forman, B.A., M.A., M.L.S.

Robert Gardner, B.A., M.L.S.

Susanne Hynes, B.A., M.L.S., 1 April - 3  
November 1984 (Part-time; contract)

Donald Krueger, B.A., M.L.S.

Ilgia Leja, B.A., B.Ed., M.L.S., 1 October  
1984 - 31 March 1985 (Contract)

### Technicians and Other Support Staff:

Rosamond Austin, B.A., Reference Assistant

Beverley Bennett, Information and Reference  
Clerk (Appointed 13 August 1984)

Ann Benson, B.A., Periodicals/Microform  
Technician (Promoted 13 August 1984)

Alastair Boyd, Mus. B., M. Mus., Periodicals/  
Microform Technician (Resigned 10 August  
1984)

Roy Calcagno, B.A., Information and Reference  
Clerk Assistant (Appointed 3 December 1984)

Christine Carmichael, Circulation Technician  
(Resigned 23 May 1984)

Estelita Chan, B.A., M.Ed., Periodicals/  
Audiovisual Technician

Denise M. Debney, Senior Word Processor  
Operator

Margherita DiConza, General Clerk/Cleaner

Lorraine Hall, B.A., Current Data File  
Technician (Resigned 21 September 1984)

Natalie Litwin, B.A., Reference Assistant

Mary Maleki, Circulation Technician  
22 May - 25 June 1984 (Contract; appointed  
25 June 1984)

Heather Murray, Current Data File Technician  
(Appointed 5 November 1984)

Nancy O'Shea, Senior Circulation Technician

## Information and Reference Services (Continued)

### Technicians and Other Support Staff (Continued)

Mary Jane Park, Reference Assistant, B.A.

Rosa Pierre, Clerical Assistant

Rosie Salvo, Senior Current Data File  
Technician

Vedi Singh, Current Data File Assistant

Mary F. Soplet, General Clerk/Cleaner  
(Retired 3 December 1984)

### Driver/Messenger:

Brian Bailie, 1 April 1984 - 31 March  
1985 (Contract)

### Student Assistants:

Aspi Balsara, 7 May - 24 August 1984

Caroline Banz, 10 September 1984 - 31  
March 1985 (Part-time)

Alastair Boyd, 10 September 1984 - 31 March  
1985 (Part-time)

Lisa Douglas, 10 September 1984 - 31 March  
1985 (Part-time)

Gina McWade, 14 May - 2 September 1984,  
10 September 1984 - 31 March 1985  
(Part-time)

Robert Thomson, 7 May - 24 August 1984, 10  
September - 31 March 1985 (Part-time)

## Press Clipping Service

### Manager:

Karen Wierucki, B.A., M.L.S.

### Assistant Manager:

Susan Colley, B.Sc.

### Clerical Staff:

Erica Bene

George Britton

Mary Bull

Winnifred Cooke



## Press Clipping Service (Continued)

### Clerical Staff (Continued)

Nancy Cummings

Margaret Heslin

Mary A. Pinto

Ellie Rodden

### Student Assistant:

Susan Byrne, 7 May - 24 August 1984

## Legislative Research Service

### Chief:

Linda M. Grayson, B.A., M.A. Ph.D.  
(Resigned 25 October 1984)

Cynthia M. Smith, B.A., M.A., B.L.S., M.L.S.  
(Appointed 5 November 1984)

### Assistant Chief:

Robert Gardner, B.A., M.A., Ph.D.

### Research Officers:

John Eichmanis, B.A., M.A.

Kathleen Finlay, B.A., M.A.

Lucinda Flavelle, B.A., M.A., 24 April -  
31 July 1984 (Contract; appointed 5  
September 1984)

Helen Fritz, B.A., M.A.

Elizabeth Gardiner, B.A., M.E.S.

Philip Kaye, B.A., LL.B.

Merike Madisso, B.A., B.Ed., M.A., LL.B.

Peggy Mooney, B.A., M.B.A., (Appointed 1  
April 1984; resigned 9 November 1984)

Albert Nigro, B.A., LL.B.,

Jerry Richmond, B.A., M.A. (York),  
M.A. (U.B.C.)

Fernando Traficante, B.A., M.A.  
(Appointed 2 January 1985)

## Legislative Research Service (Continued)

Research Assistant: Elaine Campbell, B.A.

Secretary: Pirinka P. Macleod

Word Processor Operators: Virginia Achig (Resigned 7 December 1984)  
Lesley Dee Dylan, 9 October 1984 - 31  
January 1985 (Contract; appointed 1 February  
1985)

Elaine Watson

Student Assistants: Karen Manarin, 7 May - 31 August 1984

Denise Chiabai, 30 April - 31 August 1984

## Collections Development

Head: Thora K. Clarkson, B.A., B.L.S.

Librarian: Donna Burton, B.A., M.L.S.

Technicians: Assunta Molino

Deborah Salisbury, B.A.

Student Assistants: Cynthia A. Boyle, 19 September 1984 - 31  
March 1985 (Part-time)

Maureen O'Reilly, 14 May - 31 August 1984  
14 February - 31 March 1985 (Part Time)

## Technical Services and Systems

Head: Pamela Stoksik, B.A., B.L.S.

Librarians: Alison Brown, B.A., M.L.S.,  
4 February - 31 March 1985 (Contract)

Janice Cole-Mabee, B.A., M.L.S.,  
(Appointed 9 April 1984)

Lynn Morgan, B.A., M.L.S.

Philip M. Oxley, A.B., M.A., M.L.S., Ph.D.,  
(Appointed 9 April 1984)

Annemarie Toth-Waddell, B.A., M.L.S.

Marilyn Y. White, B.A., B.L.S.

## Technical Services and Systems (Continued)

### Technicians and Other Support Staff:

Lynn Allison, Data Entry Clerk,  
(Appointed 9 April 1984)

Waltraud Al-Zain, B.A., Cataloguing Assistant

Christine Broster, B.A., Acquisitions Technician

Wayne Burton, Cataloguing Assistant

Dawn Campbell, Cataloguing Assistant  
(Promoted 2 January 1985)

Surita Dey, Acquisitions Technician

Lori Erwin, Government Publications  
Technician

Margaret Fisher, Data Entry Clerk,  
27 February - 31 March 1985 (Contract)

Audrey Harrison, Data Entry Clerk,  
13 February - 31 March 1985 (Contract)

Julia Jhaveri, B.A., Data Entry Clerk

Robert Kiddey, Cataloguing Assistant  
(Resigned 5 October 1984)

Rose Ocampo, B.S.S.W., M.A., Senior  
Acquisitions Technician

Lynda O'Connor, Receptionist/Typist

Merle Ramdial, Acquisitions Technician  
3 December 1984 - 31 March 1985 (Contract)

Donna Smith, Cataloguing Assistant  
(Resigned 22 February 1985)

Kimberley Turner, B.A., M.A.  
(Appointed 18 March 1985)

Angela Wilke, Senior Government Publications  
Technician

### Student Assistants:

Brenda Beazley,  
1 June - 7 September 1984

Thora Gislason  
9 October 1984 - 31 March 1985 (Part Time)

Ann Haworth, 22 May - 7 September 1984  
23 January - 31 March 1985 (Part Time)

## Technical Services and Systems (Continued)

### Student Assistants (Continued)

Katherine More, 22 May - 7 September  
1984; 17 September 1984 - 31 March 1985  
(Part Time)

Julia Shiu, 9 October 1984 - 31 March 1985  
(Part Time)

### Checklist and Catalogue Service

Manager Linda L. Reid, B.A., B.L.S., M.L.S.

Librarians: Carolyn Barnes, B.A., M.L.S.

Alison Brown, B.A., M.L.S., 11 April - 28  
September 1984 (Part-time; contract)

Administrative Clerk: Pulver Zajfman

Library Technician: Donna Stellar

## Appendix N

### List of Newspapers Monitored and Clipped

Brantford Expositor	
Hamilton Spectator	(m)
Kingston Whig-Standard	
Kitchener-Waterloo Record	
London Free Press	(m)
North Bay Nugget	
Oshawa Times	
Ottawa Citizen	(m)
Ottawa Le Droit	(m)
Peterborough Examiner	
Sault Ste. Marie Star	
St. Catharines Standard	
Sudbury Star	(m)
Thunder Bay Chronicle-Journal	
* Toronto Globe and Mail	(m)
* Toronto Star	(m)
* Toronto Sun	(m)
Windsor Star	(m)
* The Financial Post	(m)
* The Financial Times of Canada	

\* Selected articles from these newspapers are clipped and retained in the Current Data File in the Legislative Library.

(m) These newspapers are retained permanently on microfilm in the Legislative Library.





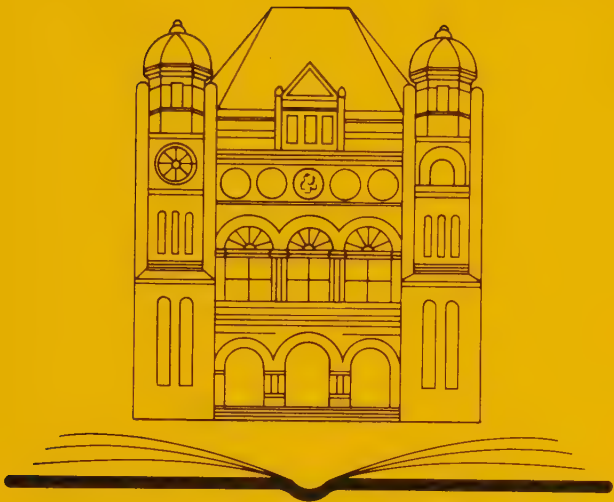




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Government  
Publications

# Annual Report of the Executive Director



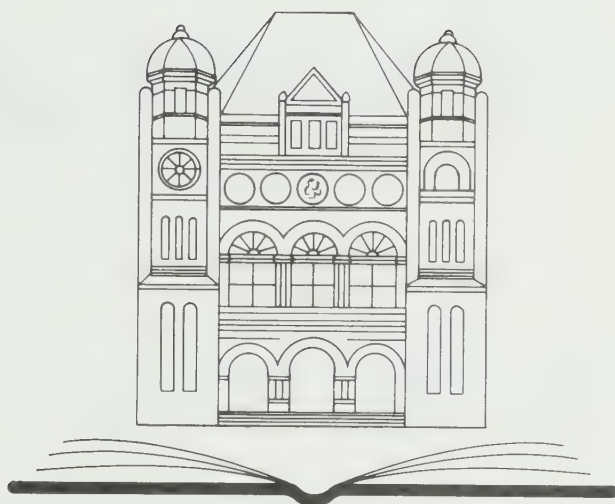
**ONTARIO  
LEGISLATIVE  
LIBRARY**

**1985/86**





# Annual Report of the Executive Director



## ONTARIO LEGISLATIVE LIBRARY

**1985/86**

**Toronto, 1986**



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Office of the  
Executive Director  
  
Bureau du  
Directeur général

Legislative  
Library

Bibliothèque  
de l'Assemblée législative

Legislative Building  
Queen's Park  
Toronto, Ontario M7A 1A2  
(416) 965-3742

16 June 1986

The Honourable Hugh A. Edighoffer, M.P.P.  
Speaker of the Legislative Assembly of Ontario  
Legislative Building  
Queen's Park  
Toronto, Ontario  
M7A 1A2

Dear Mr. Speaker:

I have the honour to present the **Annual Report of the Executive Director of the Legislative Library** for the year ended 31 March 1986.

This Report is submitted pursuant to Section 131 (a) of the **Standing Orders of the Legislative Assembly** dated 29 April 1986.

Respectfully submitted,

A handwritten signature in black ink that reads "R. Brian Land".

R. Brian Land  
Executive Director

## Ontario Legislative Library

### Senior Staff, 1985/86

Executive Director

R. Brian Land, B.A., M.A.,  
B.L.S., M.L.S.

Executive Coordinator

E. Patricia Hay, B.A.,  
B.P.H.E., B.L.S., M.L.S.

Head, Information and Reference Services

Mary E. Dickerson, B.A.,  
B.L.S., M.L.S.

Manager, Press Clipping Service

\* J. Robert Johnson

\*\* Karen Wierucki, B.A.,  
M.L.S.

Chief, Legislative Research Service

Cynthia M. Smith, B.A., M.A.,  
B.L.S., M.L.S.

Head, Collections Development

Thora K. Clarkson, B.A.,  
B.L.S.

Head, Technical Services and Systems

Pamela Stoksik, B.A., B.L.S.

Manager, Checklist and Catalogue Service

Linda L. Reid, B.A., B.L.S.,  
M.L.S.

\* Appointed 17 March 1986

\*\* Resigned 24 January 1986



Senior Staff of the Legislative Library, Left to Right (Seated): Pat Hay, Brian Land, Mary Dickerson; (Standing): Linda Reid, Cynthia Smith, Bob Johnson, Pamela Stoksik, Thora Clarkson.



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## Historical Note

The Ontario Legislative Library is the lineal descendant of the parliamentary libraries of Upper Canada (1792-1841) and of the United Province of Canada (1841-1867). Since Confederation, it has been administered successively by the Speaker (1867-1921), by the Minister of Education (1921-1964), by the Provincial Secretary (1964-1972), and by the Minister of Government Services (1972-1976). On 1 April 1976, the Legislative Library became a branch of the Office of the Assembly under the authority of the Speaker. On 1 September 1978, a Director of The Legislative Library, was appointed; on 3 September 1985, the title was changed to Executive Director by authority of the Speaker.

## The Goal of the Library

The goal of the Legislative Library is to provide information, reference and research services to meet the needs of the Members of the Legislative Assembly, their staff and senior officers of the Assembly. The Library strives to achieve this goal by selecting, acquiring, cataloguing and servicing the books, periodicals, newspapers, government publications, reports, microforms, press clippings, and other materials in order to enable MPPs to carry out their legislative responsibilities in the most effective and efficient manner.

### Legislative Assembly of Ontario Standing Order 131 29 April 1986

#### XXI. LIBRARY

131. (a) The management of the Library, including regulation of admission, Library hours, and security and preservation of the collection, is the responsibility of the Executive Director of Legislative Library, subject to such special orders as he may receive from the House, and the Executive Director shall make an annual report to the House.

(b) A catalogue of the books belonging to the Library shall be kept and the reports thereon included in the Executive Director's annual report.



## Introduction

The general election of 2 May 1985, which followed the dissolution of the 32nd Parliament of Ontario on 25 March, resulted in the election of a minority Progressive Conservative government headed by Premier Frank Miller. The government was defeated on a non-confidence motion in the House on 18 June, and on 26 June 1985 a Liberal government under the leadership of Premier David Peterson was sworn into office.

The return of minority government was accompanied by greatly increased activity by committees of the House which in turn had a direct effect on the number, range and complexity of requests for research and information from the Legislative Library. In addition, approval by the Board of Internal Economy at its meeting of 17 June 1985 of funding for additional support staff, including personal research assistants for Members, led to more than 100 new employees being added to the primary clientele served by the Library. As a result of these developments, the Library was faced with new challenges and increased demands for its services.

Among the highlights of the year were the following:

- . Introduction of a new orientation videotape describing the services and facilities of the Library.
- . Significant increases in the use of reference, research and press clipping services.
- . Introduction of a series of **Info Kits** on topics of special interest to legislators.
- . Introduction of **Automation Alert**, a bi-weekly current awareness service dealing with computers and office automation.
- . Extension of research assistance to all standing and select committees.
- . Continued growth of the subject authority record file which facilitates access to the Library's collection.

These and other developments are described in detail in this report.

## Information and Reference Services

The Information and Reference Services section responds to requests for information, provides current awareness services, and makes available books, periodicals, and other materials to Members, caucus staff, staff of the Office of the Assembly and to other Library clientele.

Early in 1985, the Library prepared a videotape to introduce to Members the services and facilities offered by the Library. This videotape was shown for the first time at the seminar for new Members on 23 May 1985. In addition, it was used in conjunction with Library orientation sessions held during the summer recess for Members, legislative and research assistants, and caucus research staff of all three parties. The sessions were well attended by both new and experienced staff who offered positive comments on the usefulness of the orientation in acquainting themselves with library services. The value of the videotape presentation was also reflected in the substantially increased demand for reference services from our primary clientele.

As anticipated, the addition of personal research assistants for MPPs resulted in increased on-site use of the Library's facilities and a greater number of complex requests. In the nine-month period from 1 July 1985 to 31 March 1986, the volume of reference requests from primary clientele increased 60.5 percent compared with the same period a year ago. During this period, the number of requests from primary clientele requiring more than 15 minutes' search time increased by almost 100 percent. A similar increase in the number of requests (up 71.5 percent) was experienced by the Reference Research Unit which provides in-depth information retrieval support for the Legislative Research Service. During the year, the higher volume of requests resulted in increases in circulation of materials (up 21.8 percent), use of the Current Data File (up 51.0 percent), and computer-based reference searches (up 28.1 percent), compared to 1984/85.

In order to meet the information needs of the Library's primary clientele, it became necessary to review the level of service



being provided to the civil service and public, and to impose restrictions on access to services by these groups. Since May 1985, civil servants served by ministry libraries have been required to approach their ministry library first, and only if appropriate are they then referred to the Legislative Library. Overall, the Library has received excellent cooperation from ministry libraries and the new policy has resulted in more rational and effective use of Ontario government library resources.

As well, tighter enforcement of the Library's policy to refer members of the public to other library resources in Metro Toronto has been applied to ensure that staff were able to meet the time requirements on information requests from primary clientele. Those with legitimate need for access to the Legislative Library have been asked to schedule an appointment with a member of the reference staff to avoid interference or delays in responding to requests from primary clientele.

As noted in previous annual reports, the Current Data File, which contains press clippings from Ontario newspapers, pamphlet material and bibliographies, has become an indispensable reference source for Library clientele. It has been especially valuable this past year for new Members and research assistants who required background information on issues being dealt with by the Legislature and its committees. To ensure availability of back files at all times, the Library acquired a microfilm camera processor to film retrospective files on site rather than sending them out to a service bureau as had been done in the past. The camera processor will also be used to film other paper files for which duplicates are required.

**Periodical Contents and Periodical Selections**, two of the Library's current awareness publications, continued to be a very popular means for Members and caucus staff to keep abreast of new periodical literature. With the introduction of the Members Automation Project in early 1986, the Library introduced a new bi-weekly publication entitled

**Automation Alert** to provide current awareness of the periodical literature on computing and office automation. To facilitate updating of the continually changing mailing lists, the lists were loaded and the labels printed on the IBM PC.

The Library's program to videotape selected public affairs television programs and programs of special interest to the Legislature continued to develop and increased use of videotapes was recorded during the year. On numerous occasions the Library was called upon to lend equipment and technical assistance to Legislative committees and caucuses. During the planning for the introduction of "Electronic Hansard" of the Legislature's proceedings, arrangements were made for the Library to receive one copy of the Electronic Hansard videotapes, thus ensuring that the Library will be a complete repository for debates in both print and electronic formats.

In May 1985, Information and Reference Services and the Legislative Research Service collaborated to produce the first of three **Info Kits** which are designed to provide an in-depth treatment of topics of special interest to legislators. Consisting of a **Current Issue Paper** written by a research officer and a bibliography produced by a reference librarian, **Info Kits** also include selected articles or newspaper clippings representing different points of view on the topic. The three **Info Kit** topics produced in 1985 dealt with separate school funding, minority government and emergency planning. These have been well received and additional titles are planned for next year.

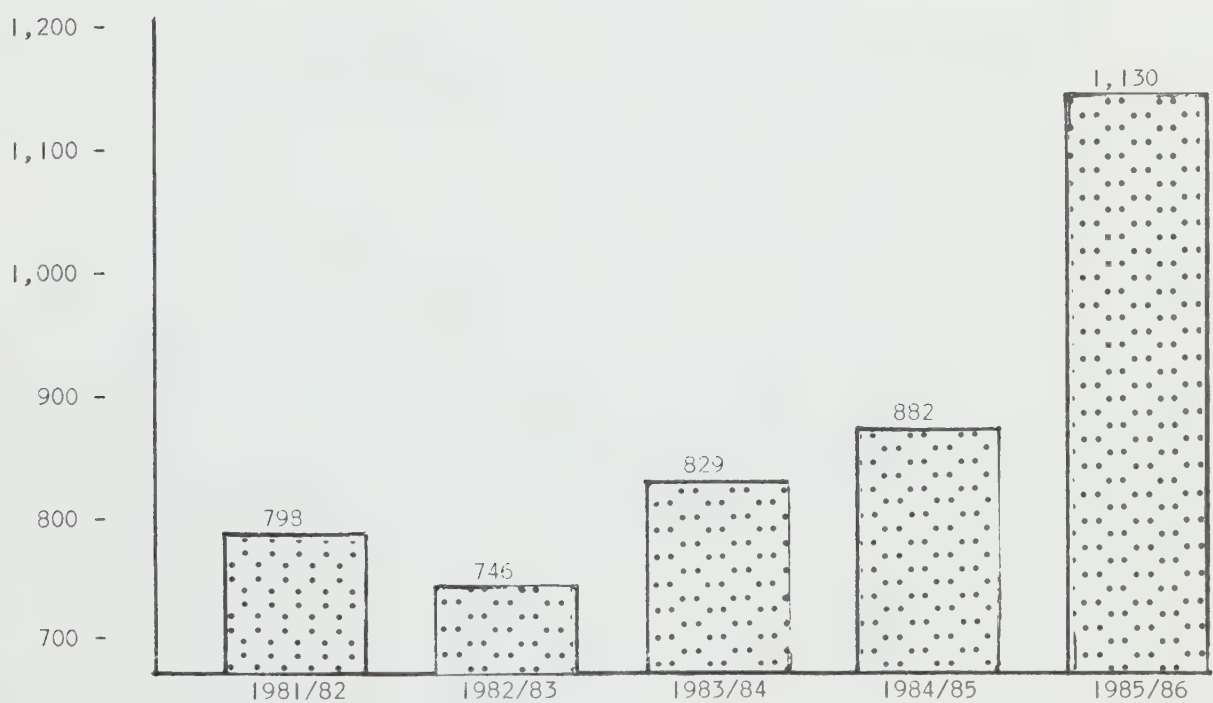
### **Press Clipping Service**

The Press Clipping Service provides news clippings from 20 Ontario newspapers on 195 topics of interest to Members of the Legislature, their staff, caucus researchers and senior staff of the Office of the Assembly. A list of newspapers monitored and clipped appears in Appendix M.

Chart 1  
Expenditure on Library Materials by Type,  
1985/86



Chart 2  
Online Computer Searches,  
1981/82 - 1985/86



Following the May 1985 election, the Service experienced a temporary drop in clients during the transition phase. However, this was promptly followed by a surge of new clients bringing the total to 170 by 31 March 1986, an increase of 21.4 percent compared with the same date in 1985. In spite of a substantial increase in workload (16.6 percent), staff were able to maintain delivery schedules.

The Service continued to issue **Press Highlights**, a current awareness service providing a round-up of press coverage of specific events of major interest. Events covered in 1985/86 were: the Ontario provincial election, the defeat of the Progressive Conservative government, the swearing-in of the Liberal Cabinet, the Ontario budget, municipal election results, the Ontario Progressive Conservative leadership convention, and the federal budget.

**Canadian Legislative News**, covering news stories from other provincial legislatures and intended to be published weekly during the Session, was published only occasionally. This was in part because sittings of other legislatures did not coincide with the sitting of the Ontario Legislature, and in part because of a dearth of stories worth reproducing.

In mid-March 1986, the Service began a feasibility study to provide caucus and Members with a daily early-morning selection of articles of political interest from the three Toronto daily newspapers.

Karen Wierucki, who had served as Manager of the Press Clipping Service since March 1984, resigned in January 1986 and was succeeded by Robert Johnson, formerly of Maclean Hunter Ltd.

### **Legislative Research Service**

The Legislative Research Service provides research assistance to individual MPPs on request, to committees of the House at the request of their chairmen, and to senior officers of the Legislative Assembly. In accordance with its objectives, the Service also prepares papers



for conference attendees. In September 1985 several papers were prepared for those attending the Commonwealth Parliamentary Association conference in Saskatchewan.

As of 31 March 1986, there were 15 research officers, (12 complement and three contract), whose subject specialties include law, political science, public administration, economics, environmental studies, urban planning, history, and sociology. Full use is made of the subject expertise of staff, who also function as generalists when required. During the 1st Session of the 33rd Parliament, the type, range and complexity of issues varied greatly. The number of research requests was 593, of which 309 or 52.1 percent were from individual members, 213 or 35.9 percent from committees, 42 or 7.1 percent from senior officials of the Legislative Assembly, and 29 or 4.9 percent from other sources. The overall number of requests increased by 27.3 percent compared with 1984/85; requests from individual MPPs increased by 25.1 percent and the number of requests from Committees increased by 54.3 percent over 1984/85.

Research officers assigned to committees identify issues, gather and analyze information, prepare background papers and frequently draft reports to reflect the findings and recommendations of the committee. A research officer assigned to a committee attends all its meetings and keeps an assigned alternate research officer informed about all issues to enable the latter to attend in case of an emergency or to assist at peak work periods. During 1985/86, research officers provided support on a continuing or ad hoc basis to all standing and select committees of the House. Continuous support, including the writing of interim or annual reports was provided to Public Accounts (Helen Fritz); Procedural Affairs and Agencies, Boards and Commissions (John Eichmanis); and Economic Affairs (Fernando Traficante). Continuous support was also given to the Standing Committees on Social Development (Albert Nigro, Bob Gardner, and Patrick Malcolmson who prepared a massive summary of hearings on Bill 30); the Ombudsman (Merike Madisso); Resources Development (Merike Madisso); Regulations and Private Bills (Philip Kaye); and to the Select Committee on Energy (Jerry Richmond, David



Neufeld and Beth Ward prepared research projects on various energy sources). Support was also provided on an ad hoc basis to Members' Services (Lucinda Flavelle); Administration of Justice (Barbara Cotton prepared a summary of tabled and proposed amendments with respect to Bill 7); and General Government (Bob Gardner). The number of committee meetings attended by research officers during the year was 434, an increase of 240 or 123.7 percent compared with 1984/85.

In addition to its regular work for Members and committees, the Legislative Research Service publishes analytical reports on current issues of general interest to MPPs. Since 1981, when the first **Current Issue Paper** was published, 40 have been published, 15 of them during 1985/86. These papers range from 15 to 25 pages in length, include footnotes and bibliographies and cover a variety of timely topics of relevance to provincial legislators. Subjects covered in 1985/86 included the status of Members after dissolution of the Legislature; bilateral free trade; the use of computers in legislatures; extra billing; acid rain in Ontario (revised); public opinion polls and elections; the timing of elections in Canada; high-speed police chases; assets under Ontario's Family Law Reform Act; public funding of separate schools; the equality rights provision of the Canadian Charter of Rights and Freedoms; Ontario's Legislative Building; minority government; emergency planning in Ontario; and the restructuring of the Canadian financial system.

The Legislative Research Service also publishes **Research Reviews**, short studies which complement the **Current Issue Papers**. Since their inception in 1982, 21 **Research Reviews** have been released. Titles published during 1985/86 dealt with the selection of party leaders, the duration of elections in Canada and public funding of private schools in other Canadian provinces.

During 1985/86, there were 1,293 requests for **Current Issue Papers**, 473 for **Research Reviews**, and 339 for **Info Kits** for a total of 2,105, an increase of 123.2 percent over the one-year period. The continued growth in demand of **Current Issue Papers** and **Research Reviews** and the popularity of the new **Info Kit** attest to their relevance, timeliness and usefulness to legislators.

During the past year, the Legislative Research Service continued to organize in-house discussions on the work of the Legislature and related activities. Initiated in September 1983, these discussions are open to all employees of the Legislative Library as a form of staff development. Speakers heard during 1985/86 were: Clara Hatton, Research Director, Gallup Poll of Canada (May 1985); Michael Adams, President, Environics Research Group Ltd. (October 1985); Peter Wright, Deputy Secretary, Policy and Priorities Board of Cabinet (November 1985); Andy Donato, political cartoonist, *Toronto Sun* (January 1986); and Fern Bayer, Curator, Government of Ontario Art Collection (March 1986). Arrangements for speakers were made by Philip Kaye, research officer.

Because of the demand for office accommodation created by the addition of new staff for Members and the party caucuses, several research officers were moved from the first to the fourth floor of the North Wing of the Legislative Building in December 1985. As of 31 March 1986, the administrative offices of the Legislative Research Service remained on the first floor pending completion of renovations on the fourth floor.

### Collections Development

The Collections Development section selects materials to meet the current and anticipated information and research needs of the Library's clientele. These materials include books, government publications, reports, periodicals and other serials, and audio cassettes. Collections librarians are also responsible for developing and revising selection and retention policies, withdrawing materials no longer needed, and selecting from the large number of books and reports donated to the Library each year.

During the year, efforts were made to ensure that the Library acquired all the published reports and background studies that would assist research into controversial political issues such as separate school funding, extra-billing by doctors and free or enhanced trade. A number of studies were added relating to freedom of information and privacy and to the safe transportation of hazardous substances. In addition, several

Canadian and American dissertations on legislative and social issues were acquired during the year and more are on order. The updating of the reference collection continued during the year, and several new encyclopedia sets were added to the Library. Subscriptions were placed for two ethnic newspapers published in Toronto, **El Popular**, read by the Spanish community, and **Correio Portugues**. Two additional French-language weekly newspapers were added, **Le Journal** from Cornwall and **Le Gout de Vivre** from Penetanguishene.

Over the past several years the Library has been building up its collection of French-language materials. The Library receives two copies of all Ontario government publications including statutes published in French, and French-language editions of all Canadian federal government publications issued as part of the federal depository publications program. As well, the Library receives most publications issued by the Quebec government including statutes, regulations and debates, and subscribes to several important law report series for the Province of Quebec. The collection also includes a good selection of French-language books in subjects ranging from law, politics and public finance to environmental and social issues. The Library subscribes to **Point de repère: Index analytique d'articles de périodiques québécois et étrangers**, and **Index de L'actualité vue à travers la presse écrite**. In addition to subscribing to Ottawa **Le Droit**, Montreal **Le Devoir**, and Quebec **Le Soleil**, the Library receives four of the thirteen weekly French-language newspapers published in Ontario.

A rare broadside proclamation issued by the Hon. John Graves Simcoe, first Lieutenant-Governor of Upper Canada, was acquired by the Library in 1985. Originally signed and issued in Quebec City in 1792, it was translated and reprinted in 1795 at Newark (Niagara-on-the Lake) by Gideon Tiffany, the second government printer of Upper Canada. The proclamation sets out the terms for granting land in the colony. Simcoe proclamations rarely come on the market and the Library was fortunate to have acquired this prized item for its collection.

There were many donations of books and other materials to the Library.



A significant donation was 150 boxes of materials from the disbanded provincial Justice Secretariat. Large donations were also received from the Secretariat for Social Development, the Office of the Speaker, the Legislative Counsel, Hansard, and the party research caucuses. Among the many present and past Members who contributed reports and books were Claude Bennett, Leo Bernier, Luc Guindon, Jack Johnson, George A. Kerr, Richard F. Ruston, Robert S. Welch and Thomas L. Wells.

A thorough weeding of the collection is nearing completion, resulting in the withdrawal of many older volumes no longer judged useful to our clients. From the withdrawals, donations were made to a number of institutions in Ontario including the Metropolitan Toronto Library, the University of Toronto Library and Dalhousie University Law Library, the latter institution having incurred serious losses in a fire in 1985. The conservation of Library materials is another ongoing responsibility and Collections staff arranged for the craft binding of a number of Ontario local histories, some of which are now irreplaceable. In addition, a duplicate set of this province's pre-Confederation **Journals and Sessional Papers** was rebound. The design and mounting of the exhibits at the entrance to the Library was also carried on by Collections staff.

**Selections from the Canadiana Collection of the Ontario Legislative Library** was published in March 1986. An illustrated and annotated catalogue of some of the Library's Canadiana treasures, it was compiled and edited by Thora Clarkson, Head of Collections Development, and designed by Frank Loconte of the Ministry of Government Services. It will be made available for sale through the Ontario Government Bookstore.

During the year, Collections Development accepted responsibility for a library clerk from the Ontario Career Action Program (now merged into Futures) for a 16-week training period. This was a successful placement and the trainee went on to employment as a data entry clerk in a library systems firm in Toronto.

## Technical Services and Systems

The Technical Services and Systems section is responsible for the acquisition, bibliographic control and processing of materials added to the Library's collection and the maintenance and development of the Library's Automated Support System.

There were two significant developments in the area of the Library's Automated Support System during the 1985/86 fiscal year. One was the growth of the Library's machine-readable authority file; the other was the conversion of a portion of the shelflist to machine-readable format. The Technical Services and Systems staff continued to work closely with the Geac Computer Corp. Ltd. in the development and implementation of an automated authority file. In addition to testing various aspects of the authority module design, staff worked consistently to increase the number of records in the authority file to make it more useful to the cataloguing process. As a result, the file has grown by more than 50 percent during the past year. While the objective has been to build the name authority file in-house, approximately 13,000 subject authority records were purchased from a commercial vendor in order to exercise better control over this area of the bibliographic file. Purchase of these records has expedited the development of subject authority control and reduced labour-intensive original input significantly.

The master database grew by 26,438 records (or 67.5 percent) during the past year. However, this rather spectacular growth was accounted for, in part, by special projects carried out in 1985/86. These projects were the conversion of shelflist records which accounted for 13 percent, and the **Monthly Checklist** completion project which accounted for 25 percent. The other 62 percent of the growth in the database was accounted for by regular cataloguing. The actual number of titles catalogued showed an overall increase of 9 percent.

Approximately 3,400 records from the shelflist were converted to machine-readable format utilizing the Marc Records Distribution Service facilities of the National Library of Canada. This, in turn, allowed



Chart 3  
Newspaper Clippings Distributed,  
1981/82 - 1985/86

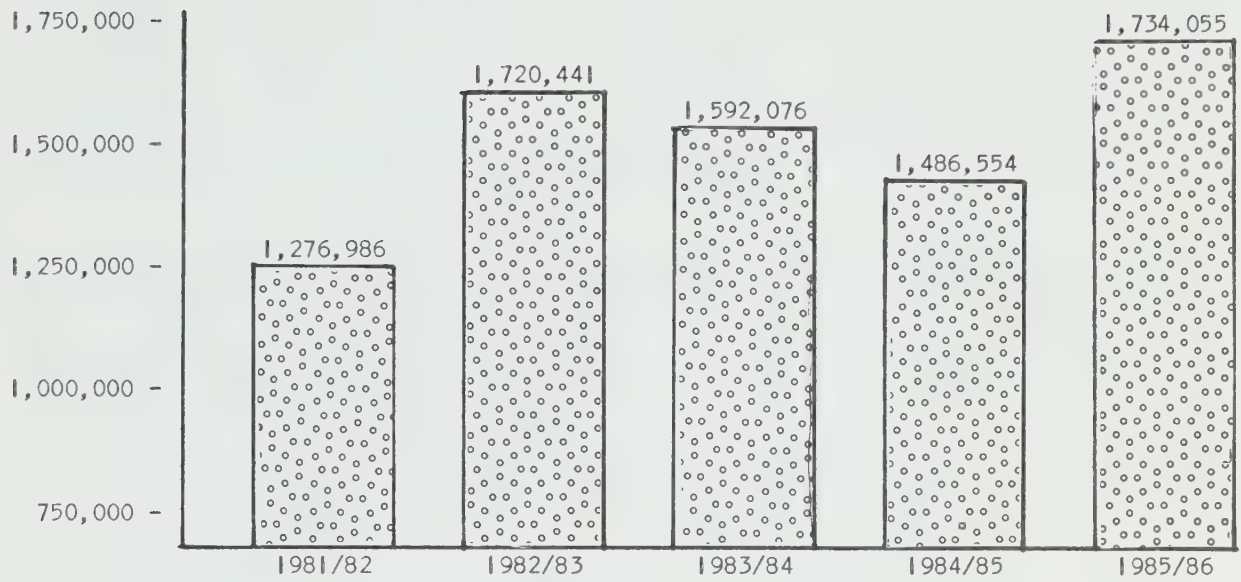
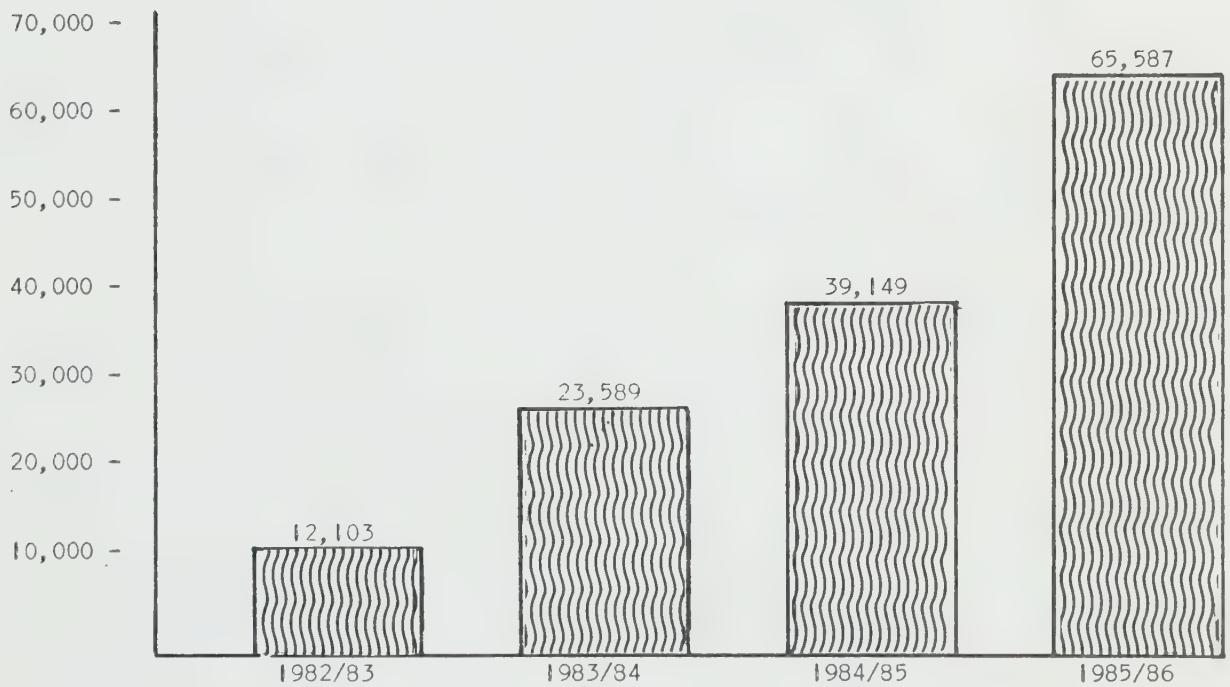


Chart 4  
Cataloguing Records in Master Database,  
1982/83 - 1985/86



staff in Technical Services to conduct an intensive withdrawal of cards from the Library's card catalogue which has not been added to since December 1981. During the six-month period, June to December 1985, over 30,000 cards were withdrawn. As a result, it was possible to compact the existing cards from four cabinets into two, thus freeing valuable floor space for the use of the Information and Reference staff.

In November 1985, the Board of Internal Economy authorized the Legislative Library to lease additional office space at 180 Bloor Street West for the use of Technical Services and Systems. After protracted negotiations, this space became available on 1 March 1986. Since that date, discussions have been carried on with the Ministry of Government Services regarding modifications to the existing floor plan in order to make most effective use of the additional area. It is expected that these modifications will be completed by May 1986.

As a result of staff turnover, the Systems Unit in Technical Services and Systems was reorganized early in the fiscal year. This resulted in assignment of principal operations duties to one staff member rather than sharing responsibility between two persons. This change worked out well and a more efficient and streamlined computer operations process has ensued. The reorganization will ensure orderly and smooth progression of computer operations during the maternity leave of the Systems Librarian. During her leave, her position will be filled by another member of Technical Services and Systems staff who underwent intensive training in the last two months of the fiscal year.

In September 1985, the Manager, Publications Services, and the Supervisor of the Ontario Government Bookstore, Ministry of Government Services, visited the Section for a demonstration of the Geac system. In response to their request, a proposal was prepared to provide Publications Services with access to the Checklist component of the Library's database. The projected date for this access to begin is the second quarter of 1986. As yet, Publications Services has not proceeded with the proposal.

In February 1986, the Library paid its final instalment to Geac Computers International. The online catalogue and MARC data entry components passed a system reliability test, indicating greater than 98 percent availability of all critical functions. In addition, the System 6000 hardware passed the quality assurance test. Geac and the Library will continue to work together on the further development of the modules for authority control and Boolean searching.

As part of the ongoing process of planning and review within Technical Services and Systems, the commercial acquisitions area underwent a systems study during this fiscal year. This is preparatory, in part, to a decision on the feasibility of automating this component of the section. The government publications acquisitions area will undergo a similar study during 1986/87.

**Features**, the newsletter edited by the Systems staff to inform the Library staff as a whole of developments relating to the online catalogue, changed from an irregular to a regular monthly publication during 1985/86. This is an important and necessary vehicle for maintaining communication with the rest of the Library staff which is dispersed in three different buildings.

### **Checklist and Catalogue Service**

The Checklist and Catalogue Service is responsible for cataloguing all Ontario government publications issued by ministries and other bodies designated in the **Ontario Manual of Administration** as Schedule 1 agencies. The data are entered into the Geac computer system of the Legislative Library and, since late 1985, have been accessible through the online catalogue.

From this data, computer tapes are generated to print the **Monthly Checklist/Liste mensuelle** and **Annual Catalogue/Catalogue annuel** of Ontario government publications. These bilingual publications, which are compiled and edited by the Checklist and Catalogue Service, are

published by the Ministry of Government Services and distributed to libraries and the public. The **Monthly Checklist/Liste mensuelle** provides order information for recently issued titles and the **Annual Catalogue/Catalogue annuel** serves as a retrospective bibliography. After a slight decline in the number of titles catalogued in 1984/85, the statistics have risen again by 17.2 per cent, reflecting the increased output of government publishing.

Under the auspices of the National Library, the Checklist and Catalogue Service provides Cataloguing-in-Publication (CIP) data on request to Ontario government ministries and agencies. Participants in the program submit an information sheet along with the initial pages of the manuscript prior to publication. The Checklist and Catalogue Service produces a catalogue record that includes the entry points, subject headings and classification numbers. After verification by the National Library, the data are printed in the book itself and disseminated by the National Library through its computer tape and printed services. The number of items receiving CIP data showed a sharp increase of 50.9 per cent during 1985/86 in response to the active promotion of the program by the Checklist and Catalogue Service.

The Checklist and Catalogue Service continues to work in close co-operation with Publications Services of the Ministry of Government Services in assigning international numbers (ISBNs and ISSN) to Ontario government publications and in preparing the paper work relating to items to be microfiched. The microfiche program was cut back in February 1986 because of budget constraints within Publications Services.

### **Ontario Government Libraries Council**

Several members of the staff of the Legislative Library participated actively in the work of the Ontario Government Libraries' Council, the organization that brings together representatives from more than 60 libraries to discuss matters of mutual interest and concern. Brian Land, Executive Director of the Legislative Library, served as Past Chairman of the Council for 1985/86, and Linda Reid, Manager of



the Checklist and Catalogue Service, served as a member of Council. Carolyn Barnes and Bob Gardner of Information and Reference Services, served as chairperson and as member respectively of the Continuing Education Committee. Mr. Gardner also spoke on "Marketing Library Services" at a meeting on 23 October 1985 as part of the Council's continuing education program.

Brian Land, assisted by Patricia Hay, Executive Coordinator, again conducted a statistical survey for the Council of Ontario government libraries for the 1984/85 fiscal year. The purpose of the survey was to determine the nature and extent of existing library resources, both human and physical, as part of the Council's continuing examination of the role of libraries and information centres in the government of Ontario. Sixty-two libraries were surveyed, of which 58 (93.5 percent) responded.

Holdings of print materials, microforms and audiovisual materials among the reporting was as follows:

- . 1.2 million catalogued books;
- . 24,674 serials (periodicals, newspapers, etc.);
- . 1.1 million microforms (microfilm, microfiche, etc.);
- . 94,000 audiovisual materials (films, slide sets, sound recordings, videotapes, etc.);
- . 82,000 other non-book materials.

Total library operating expenditures were \$10.9 million of which \$6.9 million was spent on wages and salaries (including employee benefits) and \$2.3 million was spent on acquisition of library materials. Full-time library personnel consisted of 92 professional librarians, 18 other professional specialists (e.g., research officers), 106 library technicians and 62 clerical and other support staff for a total of 278. In addition, there were 82 part-time employees.



## **Association of Parliamentary Librarians in Canada**

The Association of Parliamentary Librarians in Canada/L'Association des bibliothécaires parlementaires au Canada held its annual general meeting in Calgary on 13 June 1985. Topics discussed at the meeting included the formulation of goals and objectives for parliamentary/legislative libraries, and publications issued by parliamentary/legislative libraries. The orientation videotape on the services of the Legislative Library was shown and reviewed along with a similar videotape from the Library of Parliament.

## **Executive Director's Visit to Dublin and Westminster**

Brian Land, Executive Director of the Legislative Library, paid visits during his annual vacation to the Leinster House Library, Dublin, on 17 July and to the House of Commons Library, Westminster, on 25 July 1985. The Library located in historic Leinster House serves both the Seanad Eireann (Senate) and the Dail Eireann (House of Representatives) which constitute the two houses of the Oireachtas (National Parliament) of the Republic of Ireland. The Library contains all documents laid before Parliament, the published debates of the Seanad and Dail, and reports of departments, commissions and semi-state bodies. It is an official depository for publications of the United Nations, the Organization for Economic Cooperation and Development, and the European Communities. It also maintains a collection of publications of the Council of Europe and of the Food and Agricultural Organization. It holds many documents of historical interest, including a valuable collection of pamphlets of the 17th, 18th and 19th centuries.

Mr. Land's visit to Westminster coincided with the last day of Parliament before the 1985 summer recess when the issue of pay increases for senior civil servants was being hotly debated. He viewed a new film on the Houses of Parliament prepared under the direction of the Education Officer, Public Information Office of the House of Commons Library. He also witnessed a demonstration of the Library's computer database POLIS (Parliamentary On-Line Information System) which was begun in 1980. In turn, he showed the new videotape on the Legislative Library and gave a

brief address on the Library's operations and services to the senior staff of the Commons Library. His visit was in return for one paid by Dr. Menhennet, Librarian of the House of Commons, to Queen's Park in September 1984.

## **Organization and Staffing**

For administrative purposes, the Executive Director of the Legislative Library reports to the Speaker of the Legislative Assembly (See Appendix A). The annual estimates of the Legislative Library are submitted in the first instance to the Board of Internal Economy. Subsequently, the Library's estimates, along with those of other branches of the Office of the Assembly, are presented to the Standing Committee on General Government for review and approval.

An organization chart for the Legislative Library is provided in Appendix B and a staff roster appears in Appendix O. As of 31 March 1986, the full-time regular complement totalled 80, distributed as follows: Office of the Executive Director - 5; Information and Reference Services - 22; Press Clipping Service - 10; Legislative Research Service - 16; Collections Development - 4; Technical Services and Systems - 19; Checklist and Catalogue Service - 4. In addition, there were 16 unclassified contract positions, 9 summer students and 11 part-time students.

## **Staff Activities**

Members of the staff of the Legislative Library continued to be active in the work of library-related organizations. Brian Land, Executive Director, served as Past Chairman of the Ontario Government Libraries' Council and continued as Chairman of the Resource Network Committee of the National Library Advisory Board, and as the Canadian Library Association's voting representative on the Book and Periodical Council. He also served on the Legislation Committee of the Ontario Library Association, as a consultant and contributor to *The Canadian Encyclopedia*, and as a regional adviser for the 2nd edition of the *ALA World Encyclopedia of Library and Information Services*. He was

chairman of the first National Newspaper Colloquium sponsored by the National Library and held in Ottawa 12-13 November 1985, and addressed graduate students at the Faculty of Library and Information Science of the University of Toronto on "Access to Information in Canada" on 6 December 1985 and 14 March 1986, and the Career Information Resource Advisory Group on "The Changing Role of Library and Information Science Professionals" on 27 March 1986. He also served as a member of the Publications Advisory Committee, an inter-ministerial committee concerned with advising on the implementation of Freedom of Information legislation in Ontario.

Pat Hay, Executive Coordinator, again coordinated Red Cross Blood Donor Clinics for Office of the Assembly employees and caucus employees.

Mary Dickerson, Head of Information and Reference Services, served as President of the Toronto Chapter of the Special Libraries Association for 1985/86 and continued as a member of the Ontario Task Group on Ontario Newspapers. She was also a member of the Planning Committee for the Orientation Seminar for New Members, 22-23 May 1985, a member of the Planning Committee for the July 1986 Regional Conference of the Commonwealth Parliamentary Association, and a member of the Executive Committee of the Toronto Council of Information Organizations. She addressed the Special Libraries Association Annual Conference in Winnipeg in June 1985 on "Legislative Update: National and Provincial Issues"; the Ontario Library Association Annual Conference in Toronto in November 1985 on "The Online Catalogue in the Ontario Legislative Library from the Reference Perspective"; and the Special Libraries Association Winter Meeting in Nashville, TN, on "Long-Range Planning for the Toronto Chapter".

Bob Gardner, librarian, Information and Reference Services, addressed the Special Libraries Association Online Users' Group on "Modems and Printers" on 30 April 1985; the Ontario Government Libraries' Council Continuing Education Meeting on "Marketing Library Services", 23 October 1985; and the Special Libraries Association Online Users' Group on "Downloading" on 3 December 1985. He also provided advice on IBM



PC hardware and software installation to several Ontario government libraries, the Metro Toronto Library and the Alberta Legislature Library.

Other Information and Reference Services staff active professionally were: Carolyn Barnes, who served as the Chairperson of the Continuing Education Committee of the Ontario Government Libraries' Council, and Eleanor Barnes, who served as Chairperson of the Special Interest Group on Government Libraries of the Canadian Association of Law Libraries. Mary Dickerson, Susan Waintman and Mary Faulkner made a presentation on "Government Publications" to students at the Faculty of Library and Information Science of the University of Toronto on 27 February 1986. Susan Waintman, Mary Faulkner and Eleanor Barnes conducted a half-day seminar on "Government Publications and Parliamentary Papers" for the Trent Library Services Group on 7 March 1986.

Karen Wierucki, Manager of the Press Clipping Service, served as Conference Chairperson, and as a member of the Board of Directors of the Association of Community Information Centres in Ontario, and as Chairperson-Elect of the Toronto Chapter of the Canadian Association of Special Libraries and Information Services.

Cynthia Smith, Chief of the Legislative Research Service, served as Past President of the Toronto Chapter of the Special Libraries Association, as Chairperson of its Long-Range Planning Committee, and as the Canadian member of the S.L.A. Government Relations Committee. She addressed the S.L.A. annual conference in Winnipeg on "The Librarian as Corporate Trainer" on 10 June 1985, and moderated the S.L.A. Toronto Chapter panel on "Help Outside the Library" on 17 January 1986. She was a panelist at a meeting of the Canadian Association of Special Libraries and Information Services, Toronto, on 5 March 1986 and spoke on the topic of "The Librarian as Research Manager". She was a guest lecturer at the University of Toronto Faculty of Library and Information Science on 18 March 1986 when she spoke on "The Personnel Process and Problems".

John Eichmanis, research officer, was guest lecturer in the course on Comparative Legislatures, Department of Political Science, University of Toronto on 14 November 1985.

Elaine Campbell, research assistant, was guest lecturer in the Applied Social Research Program at Georgian College, Barrie, in November 1985.

Pamela Stoksik, Head of Technical Services and Systems, served as the representative of the Toronto Chapter of the Special Libraries Association to the Canadian Committee on Cataloguing until June 1985. She spoke on "Preparing the RFP" (Request for Proposal) at the annual conference of the Canadian Library Association in Calgary in June 1985, served as a member of the C.L.A. Technical Services Coordinating Group, and as a member of the editorial board of the *Canadian Library Journal*.

Lynn Morgan, systems librarian, Technical Services and Systems, spoke on "Microcomputers in Libraries" at the annual conference of the Ontario Association of Library Technicians on 4 May 1985. She also participated in a panel at the Winterbreak Conference of the Ontario College and University Libraries Association on "Automated Authorities: Problems and Solutions" on 28 February 1986.

Linda Reid, Manager, Checklist and Catalogue Service, served as a member of the Ontario Government Libraries' Council. In July 1985, she was appointed the representative of the Toronto Chapter of the Special Libraries Association on the Canadian Committee on Cataloguing, Ottawa.

During the year, the Legislative Library sent representatives to conferences of several library and library-related associations. These conferences provided an opportunity for library staff to attend program sessions of special interest and relevance, to meet and consult with colleagues from libraries and other institutions on matters of mutual concern, and to participate in furthering the objectives of the respective associations.

Annual conferences attended by Legislative Library staff included: the Canadian Association of Law Libraries, Saint John, May 1985; the Ontario Association of Library Technicians, Toronto, May 1985; the Canadian Library Association, Calgary, June 1985; the Canadian Bar Association,



Halifax, June 1985; the Federation of Canadian Municipalities, Calgary, June 1985; the Canadian General Justice Association, Vancouver, July 1985; the Ontario Library Association, Toronto, October 1985; and the Canadian Study of Parliament Group, Ottawa, March 1986. Other conferences attended by staff included: "Challenging our Images", a conference on pornography and prostitution, Toronto, November 1985; "The Enactment of the Spills Bill", sponsored by the Ontario Society for Environmental Management, Toronto, December 1985; "Development at the Edge", an Urban Studies Symposium, Toronto, February 1986; and a conference on "The Changing Environment for Canadian Institutions", Toronto, March 1986.

## Obituary

We record with regret the death of Magnhild (Mary) Hrynkiw on 13 December 1985. Mrs. Hrynkiw retired on 31 March 1981 after 23 years' service to the Province of Ontario, the last seven of which were as a member of the staff of the Legislative Library.

## Visitors to the Library

Among the visitors to the Legislative Library during the year were: Park Young Hee, National Assembly Library of Korea, Seoul; Priscilla Baines, Head of the Economic Affairs Section, Research Division, House of Commons Library, Westminster; Jane Ann Lindley, Congressional Research Service, Washington, D.C.; Bruce Peel, Edmonton, Chairman of the Publications Committee of the Bibliographical Society of Canada; Wilbur Grasham and Maurice Demers, Institute of Public Administration of Canada, Toronto; Susan Jackson, Director of Library Services, Department of Justice, Ottawa; Paul Kitchen, Executive Director, Canadian Library Association, Ottawa; Mary de Reus, Research Librarian, Board of Trade of Metropolitan Toronto; David M. Hamilton, Clerk, Henry Joe, and Douglas Schouerte, Legislative Assembly of the Northwest Territories, Yellowknife; Gary Levy, editor, Canadian Parliamentary

Review, Ottawa; John McDonough, Director of Legislative Research Services, Legislature Library of Alberta, Edmonton; Phyllis Christenson, Marney Canik and Charles Shafer, U.S. General Accounting Office, Washington; Maria Pisa, U.S. National Agricultural Library, Washington; Robert Lane and four staff members of the Air University Library, Maxwell Air Force Base, Montgomery, AL; Patricia Appavoo, University Librarian, Athabasca University, Athabasca, AB; and Margarita Neumann, University of Waterloo Library.

In addition, several groups visited the Library including a delegation of Italian parliamentarians; legislative interns from British Columbia; students from the library technicians program, Fanshawe College, London; and students from the Faculty of Library and Information Science, University of Toronto.

### Appreciation

The Executive Director would like to express his appreciation to the Speaker of the Legislative Assembly, the Hon. Hugh Edighoffer, to the members of the Board of Internal Economy and to the senior officers of the Office of the Assembly for their continuing support of the work of the Legislative Library.

He would also like to acknowledge the contribution of the entire Library staff and, in particular, that of the senior staff during a year when the Library experienced dramatic increases in the demand for its services. A special word of appreciation goes to Karen Wierucki, who resigned as Manager of the Press Clipping Service in January, for her contribution to that important service.

R. B. Land

Executive Director  
Legislative Library





More than 16,000 inquiries were handled by the Information and Reference Services staff, an increase of 11.2 percent compared to 1984/85, and an all-time record high. Pictured (Left to Right) are Susan Waintman, Assistant Head; Don Krueger, Librarian; and Rosamond Austin, Reference Assistant.

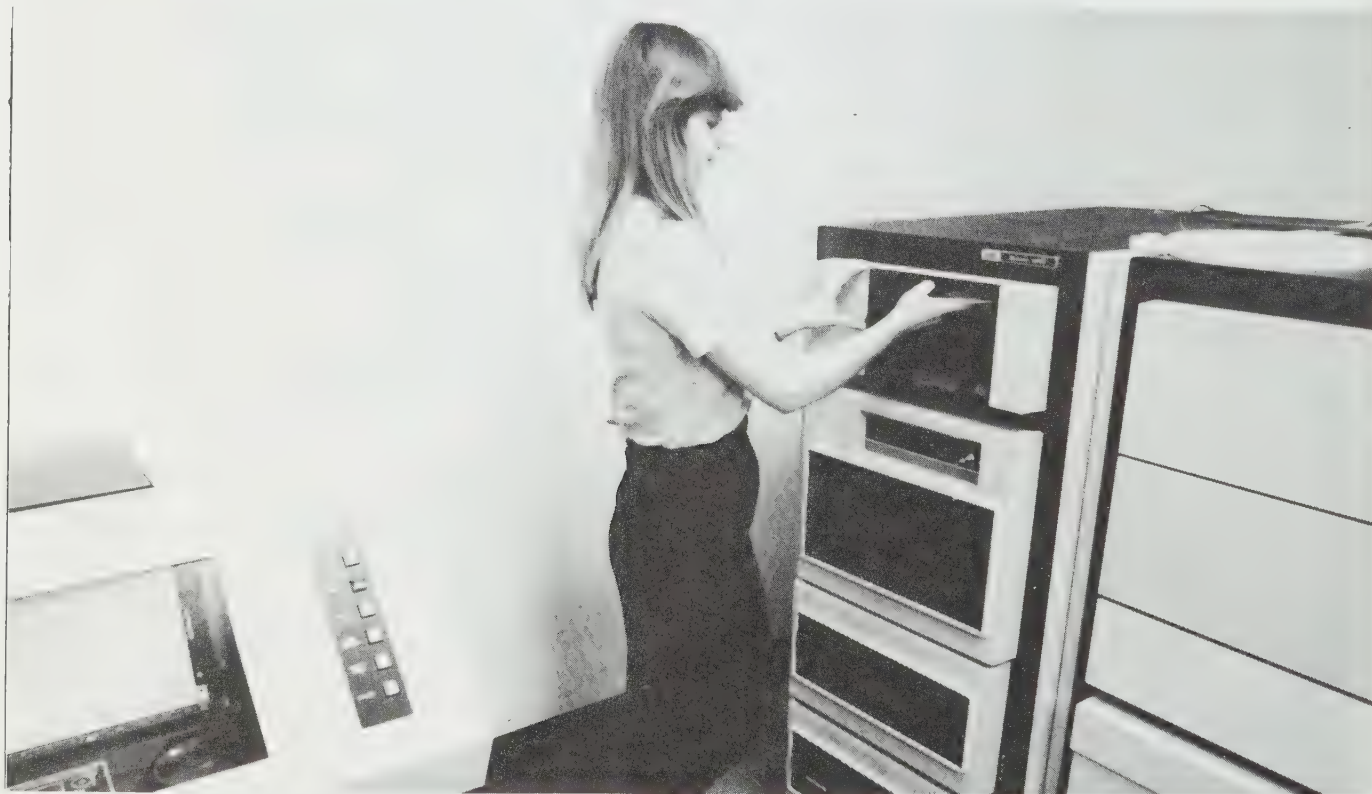


The Press Clipping Service, which monitors and clips 20 Ontario newspapers, distributed a record 1.7 million clippings to a clientele of 170, and published seven issues of **Press Highlights**, a selection of press coverage of specific events of major interest such as the Budget. Shown here is Erica Bene.





The Legislative Research Service provided assistance to all standing and select committees of the House. In addition, requests from individual MPPs increased by more than 25 percent. Allan McLean, MPP Simcoe East (above right) is shown in consultation with Albert Nigro, Research Officer.



A significant development in the Library's Automated Support System was the growth of the machine-readable authority file. As of 31 March 1986, there were 27,622 records in the authorities database stored in the Geac 6000 computer. Pictured above is Lori Erwin, Government Publications Technician.





The Checklist and Catalogue Service works in close cooperation with the Publications Services of the Ministry of Government Services in assigning international numbers (ISBNs and ISSN) to publications issued by the Ontario government. Shown above is Donna Stellar, Library Technician.

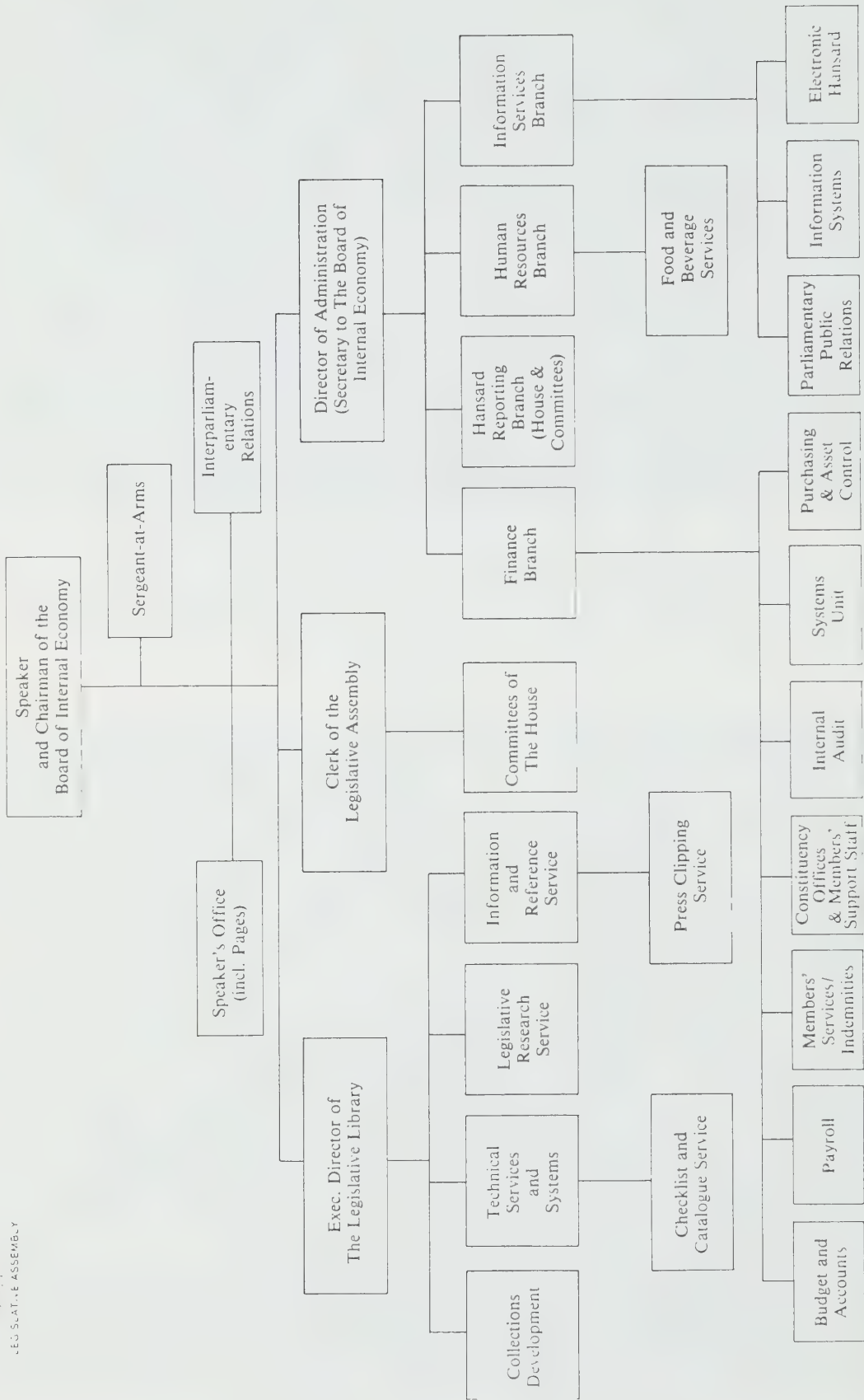


Members of the Library staff continued to be active in the work of library associations. Mary Dickerson (middle) and Cynthia Smith (right), shown here with Brian Land, served as President and Past President respectively of the Toronto Chapter of the Special Libraries Association.



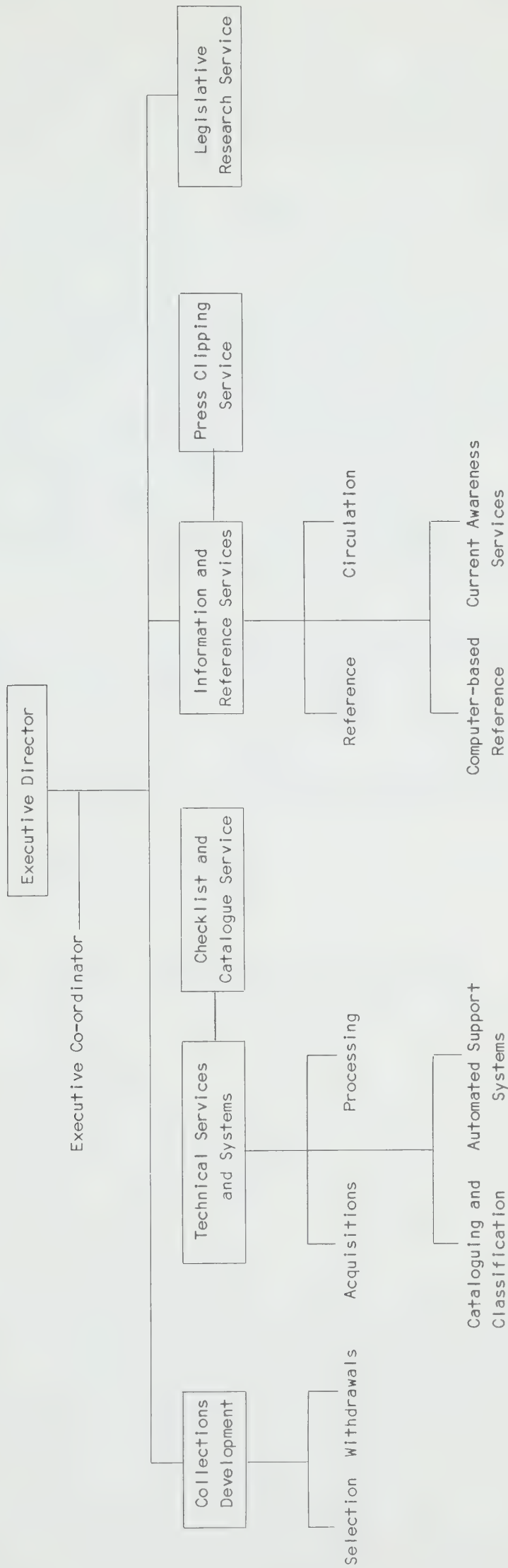


Appendix A  
**ADMINISTRATIVE STRUCTURE**  
**OFFICE OF THE LEGISLATIVE ASSEMBLY**



Appendix B

Administrative Structure:  
Ontario Legislative Library



## Appendix C

### Notable Acquisitions

#### Loose-leaf Services

Alberta Parliamentary Digest. Edmonton: The Digest, 1985-.

Canadian Parliamentary Digest=Répertoire parlementaire canadien:  
Agincourt, Ont.: Carswell, 1984-.

MacFarlane, Craig B. and Robert W. Macaulay. Land Use Planning:  
Practice, Procedure and Policy. Scarborough, Ont.:  
Butterworths, v. 1, 1984-.

McLarren, Philip H. Employment in Ontario: a Guide to Conditions  
of Work and Employee Benefits. Scarborough, Ont.:  
Butterworths, v. 1, 1984-.

Nova Scotia Statute Citator. Toronto: Carswell, 1985-.

#### Serials

Administrative Law Journal. Montreal: Jewel Publications,  
v. 1, 1985-.

The Advocates' Quarterly. Aurora, Ont.: Canada Law Book, 1977-.  
Library has: v. 6, 1985-.

Business and the Law. Don Mills, Ont.: De Boo, 1984-.  
Library has: v. 2, 1985-.

CIS Federal Register Index. Bethesda, Md.: Congressional  
Information Service, 1984-. Library has: 1985-.

**Canada's North: The Reference Manual.** Ottawa: Indian and Northern Affairs Canada, 1983-. Library has: 1985-.

**Canadian Credit Review.** Montreal: Canadian Bond Rating Service, 1984-. Library has: v. 1, no. 9, 1985-.

**Canadian Human Rights Advocate.** Downsview, Ont.: Canadian Human Rights Reporter, v. 1, 1984-.

**The Corpus Legislative Annual.** Don Mills, Ont.: Corpus Information Services, 1985-.

**Index to the Code of Federal Regulations.** Bethesda, Md.: Congressional Information Service, 1978-. Library has: 1984-.

**The Journal of Commonwealth and Comparative Politics.** London: F. Cass, 1974-. Library has: v. 23, 1985-.

**Journal of Public Economics.** Amsterdam: North-Holland Publishing, 1972-. Library has: v. 26, 1985-.

**Ottawa's Senior Executives Guide.** Ottawa: Communications Nova Plus, 1984-.

**Polity: The Journal of the Northeastern Political Science Association.** Amherst, Mass.: The Association, 1968-. Library has: v.17, no. 4, 1985-.

**Public Productivity Review.** New York: National Centre for Productive Public Management, 1975-. Library has: v. 8, no. 4, 1984-.

**Purdon's Pennsylvania Statutes Annotated.** Philadelphia: George T. Bisel/ St. Paul, Minn.: West Publishing, 1963-. Library has: 1985-.

**Vector Union Report.** Toronto: Vector Public Education, v.1, 1985-.

The Weekly Digest of Civil Procedure. Agincourt, Ont.:  
Carswell, v. 1, 1985-.

#### Reference Works

Encyclopedia of American Political History: Studies of the  
Principal Movements and Ideas/Jack P. Greene, editor. 3 vols.  
New York: Scribner, 1984.

Encyclopedia of Bioethics/Warren J. Reich, editor. 2 vols.  
New York: Macmillan, 1982.

The Guide to American Law: Everyone's Legal Encyclopedia.  
12 vols. St. Paul, Minn.: West Publishing, 1983-1985.



Appendix D  
Estimates and Expenditures  
(\$000s)

	Fiscal Year <u>1984/85</u>	Fiscal Year <u>1985/86</u>
<u>Estimates</u>		
Salaries and Wages	\$2,194.2	\$2,513.7
Employee Benefits	380.3	421.4
Transportation and Communications	35.4	37.6
Services	283.7	291.2
Supplies and Equipment	489.0	528.8
Recoveries	<u>(1.2)</u>	<u>(1.5)</u>
TOTAL	<u>\$3,381.4</u>	<u>\$3,791.2</u>

<u>Expenditures</u>		
Salaries and Wages	\$2,137.7	2,377.8
Employee Benefits	300.8	341.4
Transportation and Communications	31.2	28.9
Services	211.5	233.2
Supplies and Equipment	524.9	591.8
Recoveries	<u>(3.0)</u>	<u>(3.0)</u>
TOTAL	<u>\$3,203.1</u>	<u>3,570.1</u>

## Appendix E

### Statistical Summary: Information and Reference Services

	Fiscal Year 1984/85	Fiscal Year 1985/86	Percentage Change 1984/85 - 1985/86
<u>Circulation</u>			
Loans:			
Monographs	3,059	3,347	9.4
Government Publications	1,908	2,821	47.9
Newspapers	133	132	(0.8)
Periodicals (Restricted)	201	186	(7.5)
Videotapes	0	4	--
Other (Uncatalogued items)	113	102	(9.7)
Total	5,414	6,592	21.8
Interlibrary Loans			
Borrowed - Volumes	253	236	(6.7)
Borrowed - Photocopies (items)	498	611	22.7
Loaned - Volumes	308	312	1.3
Loaned - Photocopies (items)	180	208	15.6
Total Items (excludes unfilled requests)	1,239	1,367	10.3
<u>In-Library Use</u>			
Monographs	29,668	36,933	24.5
Government Publications	63,496	70,960	11.8
Current Data Files Consulted	4,569	6,899	51.0
Microforms			
Microfiche (sheets)	1,597	1,025	(35.8)
Microfilm (reels)	1,427	914	(35.9)
Videotapes	38	91	139.5
Periodicals	10,731	11,047	2.9
<u>Articles Supplied by Photocopy</u>			
Periodical Contents			
Articles Requested	4,084	5,027	23.1
Pages Photocopied	28,588	35,189	23.1
Periodical Selections			
Articles Requested	1,346	1,374	2.1
Pages Photocopied	12,114	12,366	2.1
<u>Reference</u>			
Inquiries	14,417	16,030	11.2
Computer Searches	882	1,130	28.1
Bibliographies Compiled	7	21	200.0
Current Awareness Services (issues)			
Periodical Contents	51	49	(3.9)
Periodical Selections	12	12	0.0
Selected New Titles	10	9	(10.0)
Courier Service (trips)	1,180	1,457	23.5
Library Tours (groups)	26	77	196.2

## Appendix F

### Statistical Summary: Press Clipping Service

	Fiscal Year 1984/85	Fiscal Year 1985/86	Percentage Change 1984/85 - 1985/86
Number of Clippings Distributed	1,486,554	1,734,055	16.6
Number of Clients (31 March)	140	170	21.4

## Appendix G

### Statistical Summary: Legislative Research Service

	Fiscal Year 1984/85	Fiscal Year 1985/86	Percentage Change 1984/85 - 1985/86
<u>Projects Completed by Source of Request:</u>			
Individual Members	247	309	25.1
Committees	138	213	54.3
Senior Assembly Officials	45	42	(6.7)
Other	36	29	(19.4)
TOTAL	466	593	27.3
Number of Committee Meetings Attended	194	434	123.7
Number of Titles of Current Issue Papers			
Published	9	15	66.7
Requests for Current Issue Papers	683	1,293	89.3
Number of Titles of Research Reviews Published	3	5	66.7
Requests for Research Reviews	260	473	81.9
Number of Info Kits Published	n/a	3	--
Requests for Info Kits	n/a	339	--

Appendix H  
Statistical Summary: Collections

	31 March 1985	31 March 1986	Percentage Change 1984/85 1985/86
<b>Library Holdings</b>			
Volumes			
Monographs	78,061	80,737	3.4
Government Publications. <sup>1</sup>	n/a	n/a	--
Periodicals (bound)	8,048	7,087	(11.9)
Current Data File			
Files	1,953	2,275	16.5
Microforms			
Microfiche (sheets)	553,926	617,463	11.5
Microfilm (reels)	7,187	7,404	3.0
Audio-visual Materials			
Videotape Cassettes (programs)	496	623	25.6
Sound Cassettes	65	75	15.4
Films	5	6	20.0
Maps	535	361	(32.5)
<b>Serials Currently Received <sup>2</sup></b>			
Periodicals	799	824	3.1
Newspapers	294	295	0.3
Other Serials	1,434	1,520	6.0
	Fiscal Year 1984/85	Change Year 1985/86	Percentage Change 1984/85 1985/86
Bibliographic Searches (titles)	9,333	7,247	(22.4)
Gifts Processed (volumes)	7,336	10,146	38.3
<b>Withdrawals</b>			
Monographs (volumes)	1,836	889	(51.6)
Serials (volumes)	1,870	7,373	294.3
Maps	1,220	210	(82.8)
Government Publications (volumes)	5,668	620	(89.1)
Microforms	1,471	409	(72.2)

<sup>1</sup> The Legislative Library has tens of thousands of government publications but has not done a volume count in recent years

<sup>2</sup> Titles, including microforms

# Appendix I

## Statistical Summary: Technical Services

	Fiscal Year 1984/85	Fiscal Year 1985/86	Percentage Change 1984/85 - 1985/86
<b>Acquisitions</b>			
Orders Placed	4,137	3,765	(9.0)
Items Received:			
Books (volumes)	2,845	2,739	(3.7)
Serials (titles)	182	187	2.7
Newspapers (titles)	1	2	100.2
Government Publications (items, excluding microforms)	49,512	48,852	(1.3)
Microfiche (sheets)	71,787	63,537	(11.5)
Microfilm (reels)	269	217	(19.3)
Other - Maps	0	36	--
Other - Audio Cassettes	16	0	--
<b>Cataloguing</b>			
Items Catalogued			
Books (titles)	2,802	6,575 <sup>1</sup>	134.7
Books (volumes)	2,959	7,029 <sup>1</sup>	11.4
Periodicals (titles)	149	172	15.4
Serials (titles)	448	36	(92.0)
Government Publications (titles)	11,078	12,693	14.6
Government Publications (volumes)	26,938	20,782	137.5
Microfiche (titles)	307	135	(56.0)
Microfilm (titles)	5	9	80.0)
Maps	101	117	15.8
<b>Binding</b>			
Items Bound (volumes)	2,003	860	(57.1)
In-library Processing (volumes)	3,071	3,490	13.6
<b>Databases</b>			
Number of Records in Master Database	39,149	65,587	67.5
Number of Records in Authorities Database	11,651	27,622	137.1

<sup>1</sup> Includes shelflist conversions.



Appendix J  
Statistical Summary: Checklist and Catalogue Service

	<u>Fiscal Year 1984/85</u>	<u>Fiscal Year 1985/86</u>	<u>Percentage Change 1984/85 - 1984/85</u>
Items Catalogued	3,164	3,707	17.2
Items Listed in Monthly Checklist	2,681	3,309	23.4
Depository Items	977	977	---
Items Received from Publications Warehouse	1,911	2,175	13.8
Items Received from Other Sources	770	1,134	47.3
Items Microfiched	589	735	24.8
Cataloguing in Publication (CIP)	57	86	50.9

Appendix K  
Publications

1. Current Issue Papers

Eichmanis, John. Minority Government. C-37. May 1985.  
12 p.

Flavelle, Lucinda. The Equality Rights Provision of the  
Canadian Charter of Rights and Freedoms. C-35. May 1985.  
21 p.

Fooks, Cathy. The Changing Face of Parliament: The Use of  
Computers in Modern-Day Legislatures. C-42. November  
1985. 23 p.

-----, Extra Billing: Provincial Comparisons. C-43.  
January 1986. 24 p.

Fritz, Helen. The Timing of Elections in Canada. C-31.  
May 1985. 17 p.

Gardiner, Elizabeth. Ontario's Legislative Building. C-36.  
May 1985. 14 p.

Kaye, Philip. Dissolution of the Legislature: Status of  
Members. C-40. December 1985. 12 p.

-----, High Speed Police Chases. C-32. May 1985. 19 p.

Madisso, Merike. Assets under Ontario's Family Law Reform  
Act: Problems and Options for Reform. C-33. May  
1985. 14 p.

Neufeld, David. Acid Rain in Ontario. C-44. January  
1986. 37 p.

Nigro, Albert. Public Opinion Polls and Elections. C-30.  
May 1985. 11 p.

Richmond, Jerry. Emergency Planning in Ontario. C-38. July  
1985. 20 p.

Smith, Cynthia and Gardner, Robert. Historical and Comparative Background Information on the Public Funding of Separate Schools. C-34. May 1985. 14 p.

Traficante, Fernando. The Arguments For and Against Free Trade. C-41. December 1985. 31 p.

----- . The Restructuring of the Canadian Financial System. C-39. July 1985. 35 p.

## 2. Research Reviews

Gardner, Robert. Public Funding of Private Schools in Other Provinces. R-20. May 1985. 6 p.

Malcolmson, Patrick. The Selection of Party Leaders. R-21.  
January 1986. 11 p.

## 3. Bibliographies, Reading Lists and Catalogues

Faulkner, Mary S. Free Trade Relations Between Canada and the United States. May 1985. 9 p.

Krueger, Donald R. Legislative Process in Ontario. July  
1985. 5 p.

----- . Ontario Cabinet. July 1985, 5 p.

----- . Parliaments and Information Technology. October  
1985. 4 p.

----- . **Separate School Legislation.** May 1985. 8 p.

Leja, Ilga. **Minority Government.** May 1985. 8 p.

----- . **Minority Government in Canada, 1867-1985: A Chronology.** June 1985. 4 p.

----- . **Minority Government in Ontario, 1867-1985: A Chronology.** July 1985. 4 p.

Park, Mary Jane. **High-Speed Police Chases.** August 1985. 2 p.

----- . **Separate School Funding.** May 1985. 17 p.

----- . **Violence Against Women.** May 1985. 20 p.

Clarkson, Thora K., ed. **Selections from the Canadiana Collection of the Ontario Legislative Library.** Toronto: Ontario Legislative Library, 1986. 72 p.

#### 4. Serials

**Annual Report of the Director, Legislative Library, Research and Information Services, 1984/85.** Toronto, 1985.

**Canadian Legislative News.** v. 2, no. 1, 6 June 1985 - v. 2, no. 6, December 1984.

**Features,** v. 3 no. 1, July 1985 - v. 4, no. 3, March 1986.

**Memo to Members,** no. 14, May 1985 - no. 16, January 1986.

**Ontario Government Publications Annual Catalogue 1984.** Toronto: Ministry of Government Services, 1985. 345 p. Compiled and edited by the Checklist and Catalogue Service of the Ontario Legislative Library.

Ontario Government Publications Monthly Checklist of Titles Received = Publications du gouvernement de l'Ontario, liste mensuelle des titres reçus. v. 15, no. 1 (January 1985) - v. 15, no. 12 (December 1985). Toronto: Ministry of Government Services. Compiled and edited by the Checklist and Catalogue Service of the Ontario Legislative Library.

Periodical Contents, no. 238, 5 April 1985 - no. 287, 27 March 1986.

Periodical Selections, v. 7, no. 1, April 1985 - v. 7, March 1986.

Press Highlights. 7 issues.

Selected New Titles, v. 7, no. 1, April 1985 - v. 7, no. 9, February 1986.

Status of Bills, no. 1, 12 June 1985 - no. 22, 19 February 1986.

## 5. Other Publications

Eichmanis, John and White, Graham. "Government by Other Means: Agencies, Boards and Commissions". In *The Government and Politics of Ontario*. 3d ed. Toronto: Nelson Canada, 1985. pp. 82-99.

Land, Brian. "Associations". In *The Canadian Encyclopedia*, Edmonton: Hurtig Publishers, 1985. pp. 109-110.

----- . *Directory of Associations in Canada*. 7th ed. Toronto: Micromedia Limited, 1986. 448 p.



-----, "Parliamentary Papers of the Ontario Legislative Assembly". input 7 (January 1986): 2-5.

-----, Sources of Information for Canadian Business. Ottawa: The Canadian Chamber of Commerce, 1985. 108 p.

Nigro, Albert. "Queen's Park" column in Ontario Lawyers Weekly, September 1985-.

Stoksik, Pamela. "Library Consulting at the Ontario Legislative Library". Infomediary 1 (June 1985): 41-44.

## Appendix L

### Library Serials

. **Automation Alert**, published bi-weekly, provides a selection of periodical articles dealing with computers and office automation. Members may request photocopies of articles listed by completing the form included with each issue and returning it to the Library.

. **Periodical Contents**, which photocopies the current tables of contents in 50 key journals, is published weekly. Members may request photocopies of articles listed by completing the form included with each issue and returning it to the Library.

. **Periodical Selections**, published monthly, features a selection of recent articles in magazines and journals arranged by subject. Members may request photocopies of articles listed by completing the form included with each issue and returning it to the Library.

. **Status of Bills Report**, published weekly when the House is sitting, records the progress of Bills through three readings, committee stage, royal assent and proclamation, and provides an index to bills by subject.

. **Selected New Titles**, which lists new books and reports added to the Library by subject, is published ten times a year.

. **Canadian Legislative News**, published weekly when the House is sitting, summarizes news from other provincial legislatures in Canada.

. **Press Highlights**, which selects news stories from Ontario newspapers on significant events and issues, is published as required.

. **Current Issue Papers** are analytical reports on topics of special interest prepared by the Legislative Research Service for distribution to Members.

. **Research Reviews**, prepared by the Legislative Research Service for distribution to Members, are short papers dealing with a wide range of subjects of current interest.

. **Info Kits**, published from time to time, provide in-depth treatment of topics of special interest to legislators.

. **Features**, an in-house newsletter issued monthly, records new developments relating to the Geac online catalogue.

. **The Ontario Government Publications Monthly Checklist of Titles Received/Publications du gouvernement de l'Ontario Liste mensuelle des titres reçus**, compiled and edited by the Checklist and Catalogue Service of the Legislative Library and published by the Ministry of Government Services, identifies new publications and indicates whether they are priced or free. It is cumulated into the **Ontario Government Publications Annual Catalogue**, also published by the Ministry of Government Services.

. **The Annual Report of the Executive Director of the Legislative Library**, tabled in the House each year in accordance with Standing Order 131, reviews major library developments in detail.

. **Memo to Members**, an update of Library developments and services, is published irregularly.

## Appendix M

### Newspapers Monitored and Clipped

Brantford Expositor	
Hamilton Spectator	(m)
Kingston Whig-Standard	
Kitchener-Waterloo Record	
London Free Press	(m)
North Bay Nugget	
Oshawa Times	
Ottawa Citizen	(m)
Ottawa Le Droit	(m)
Peterborough Examiner	
Sault Ste. Marie Star	
St. Catharines Standard	
Sudbury Star	(m)
Thunder Bay Chronicle-Journal	
* Toronto Globe and Mail	(m)
* Toronto Star	(m)
* Toronto Sun	(m)
Windsor Star	(m)
* The Financial Post	(m)
* The Financial Times of Canada	

\* All major articles from these newspapers are clipped and retained in the Current Data File in the Legislative Library.

(m) These newspapers are retained permanently on microfilm in the Legislative Library.

## Appendix N

### Committee Participation by Members of the Legislative Research Service

## 1. Standing Committees:

Administration of Justice  
(As required)

Principal Research  
Officer Barbara Cotton

## General Government

Principal Research Officer	Bob Gardner
Alternate Research Officer	Cathy Fooks

Members Services  
(As required)

Principal Research  
Officer Lucinda Flavelle

## Ombudsman

Principal Research Officer Merike Madisso  
Alternate Research Officer Philip Kaye

## Procedural Affairs and Agencies, Boards and Commissions

Principal Research Officer      John Eichmanis  
Alternate Research Officer      Pat Malcolmson

## Public Accounts

Principal Research Officer Helen Fritz  
Alternate Research Officer Cynthia Smith

Regulations and Private Bills  
(As required)

Principal Research Officer Philip Kaye

Resources Development  
(As required)

Principal Research  
Officer Merike Madisso

## Social Development

Principal Research  
Officers

Bob Gardner  
Albert Nigro

Alternate Research Officer Pat Malcolmson

## 2. Select Committees:

## Economic Affairs

Principal Research  
Officer                      Fernando Traficante  
Alternate Research  
Officers                      Barbara Cotton  
   David Neufeld

## Energy

Principal Research Officer Jerry Richmond  
Alternate Research Officer (to 31/12/85) David Neufeld  
Alternate Research Officer (from 2/1/86) Beth Ward

**Appendix O**  
**Staff Roster\***  
**(1 April 1985 – 31 March 1986)**

**Executive Director's Office**

Executive Director:	R. Brian Land, B.A., M.A., B.L.S., M.L.S.
Executive Coordinator:	E. Patricia Hay, B.A., B.P.H.E., B.L.S., M.L.S.
Administrative Assistant:	Charlotte Chic (Promoted 1 January 1986)
Senior Accounts Clerk	Margaret Chomik (Promoted 1 October 1985)
Accounts Clerk	Sumi Johnson

**Information and Reference Services**

Head:	Mary E. Dickerson, B.A., B.L.S., M.L.S.
Assistant Head:	Susan Waintman, B.A., M.L.S.
Librarians:	Margaret Allan, B.A., B.L.S., 1 April 1985 – 7 March 1986 (part-time; contract)
	Carolyn Barnes, B.A., M.L.S., (Seconded from Checklist and Catalogue Service 26 August – 31 March 1986)
	Eleanor Barnes, B.A., B.L.S.
	Donna Burton, B.A., M.L.S. (Transferred from Collections Development 16 December 1985)
	Mary Faulkner, B.A., M.S.
	Mary Fisher, B.A., M.L.S. 1 April 1985 – 31 March 1986 (part-time; contract)
	Donald Krueger, B.A., M.L.S. (Resigned 24 October 1985)

\* Excludes G.O. Temporary Staff



## Information and Reference Services (Continued)

Debra Forman, B.A., M.A., M.L.S.

Robert Gardner, B.A., M.L.S.

Elizabeth Sharp, B.A., M.L.S., 6 January -  
31 March 1986 (contract)

### Technicians and Other Support Staff:

Rosamond Austin, B.A., Reference Assistant

Beverley Bennett, Information and Reference  
Clerk

Ann Benson, B.A., Periodicals/Microform  
Technician

Bradley Borg, Clerk Assistant,  
9 December 1985 - 31 March 1986 (contract)

Roy Calcagno, B.A., Clerk Assistant  
(seconded to Office of the Clerk, 18  
November 1985)

Estelita Chan, B.A., M.Ed., Periodicals/  
Audiovisual Technician

Denise M. Debney, Senior Word Processor  
Operator

Margherita DiConza, General Clerk/Cleaner

Dominic Fenech, B.Sc., Research Reference  
Unit Clerk, 27 November 1985 - 31 March  
1986 (contract)

Natalie Litwin, B.A., Reference Assistant

Mary Maleki, Circulation Technician

Heather Murray, Current Data File Technician

Nancy O'Shea, B.A., Senior Circulation  
Technician

Mary Jane Park, B.A., Reference Assistant

Rosa Pierre, Clerical Assistant

Rosie Salvo, Senior Current Data File  
Technician

Vedi Singh, Current Data File Technician

## Information and Reference Services (Continued)

Driver/Messenger: Brian Bailie, 1 April 1985 - 31 March 1986 (contract)

Student Assistants:

Caroline Banz, 9 September 1985 - 31 March 1986 (part-time)

Alastair Boyd, 6 May 1985 - 31 March 1986 (part-time)

Alina D'Wonnik, 7 October 1985 - 31 March 1986 (part-time)

Jane Etherington, 18 September 1985 - 31 March 1986 (part-time)

Jill Fraleigh, 24 September 1985 - 31 March 1986 (part-time)

Susan Lipsey, 6 May - 23 August 1985

Richard Morawetz, 3 January - 31 March 1986 (part-time)

Audrey Russell-Nixon, 21 May - 30 August 1985

## Press Clipping Service

Manager: J. Robert Johnson (Appointed 17 March 1986)

Karen Wierucki, B.A., M.L.S. (Resigned 24 January 1986)

Assistant Manager: Susan Colley, B.Sc.

Clerical Staff:

Erica Bene

George Britton

Mary Bull

Winnifred Cooke

Nancy Cummings

Margaret Heslin

Mary A. Pinto

Ellie Rodden

## Press Clipping Service (Continued)

Student Assistants: Caroline Banz, 1 April - 30 April 1985  
(part-time); 13 May - 30 August 1985

Michael Liddell, 12 February - 31 March 1986  
(part-time)

## Legislative Research Service

Chief: Cynthia M. Smith, B.A., M.A., B.L.S., M.L.S.

Assistant Chief: Robert Gardner, B.A., M.A., Ph.D.

Research Officers: Barbara Cotton, B.A., LL.B., 23 September  
1985 - 31 March 1986 (Contract)

John Eichmanis, B.A., M.A., M. Phil.

Kathleen Finlay, B.A., M.A. (resigned 22  
May 1985)

Lucinda Flavelle, B.A., M.A.

Catherine Fooks, B.A., M.A., 25 September  
1985 - 30 April 1986 (contract)

Helen Fritz, B.A., M.A.

Elizabeth Gardiner, B.A., M.E.S.  
(resigned 31 May 1985)

Philip Kaye, B.A., LL.B.

Merike Madisso, B.A., M.A., B.Ed., LL.B.

Patrick Malcolmson, B.Ed., M.A.  
(appointed 8 July 1985)

David Neufeld, B.A., M.A., (appointed 22 July  
1985)

Albert Nigro, B.A., LL.B.

Jerry Richmond, B.A., M.A. (York),  
M.A. (U.B.C.)

Fernando Traficante, B.A., M.A.

Elizabeth Ward, B.A., M.P.A. 16 September  
1985 - 30 April 1986 (Contract)

## **Legislative Research Service (Continued)**

Research Assistant: Elaine Campbell, B.A.

Office Manager: Kirsten MacDonell (Appointed 3 March 1986)

Secretary: Pirinka P. Macleod (resigned 9 July 1985)

Word Processor Operators: Lesley Dee Dylan

Anna Tsaparis (Appointed 6 January 1986)

Elaine Watson (Resigned 25 October 1985)

## **Collections Development**

Head: Thora K. Clarkson, B.A., B.L.S.

Librarian: Donna Burton, B.A., M.L.S. (Transferred to Information and Reference Services 16 December 1985)

Brian Tobin, B.A., M.L.S. (Appointed 27 January 1986)

Technicians: Hatim Khambalia, 17 February - 28 March 1986 (contract)

Assunta Molino

Deborah Salisbury, B.A.

Student Assistants: Joyce Meadows, 16 September 1985 - 31 March 1986 (part-time)

Susan Schaeken, 13 May - 30 August 1985

Elizabeth Stewart, 4 November 1985 - 31 March 1986 (part-time)

OCAP Trainee: Patrick Savard, 6 May - 16 August 1985

## **Technical Services and Systems**

Head: Pamela Stoksik, B.A., B.L.S.

Librarians: Janice Cole-Mabee, B.A., M.L.S.

Lynn Morgan, B.A., M.L.S.

Philip M. Oxley, A.B., M.A., M.L.S., Ph.D.

## Technical Services and Systems (Continued)

Rohini Tiwari, B.A., M.L.S. 19 August  
1985 - 31 March 1986 (contract)

Tom Townsend, B.A., M.L.S.  
10 February - 31 March 1986 (contract)

Annemarie Toth-Waddell, B.A., M.L.S.

Marilyn Y. White, B.A., B.L.S.

## Technicians and Other Support Staff:

Lynn Allison, Acquisitions Technician  
(Transferred 21 October 1985)

Waltraud Al-Zain, B.A., Cataloguing Assistant

Christine Broster, B.A., Acquisitions  
Technician (Resigned 15 September 1985)

Wayne Burton, Cataloguing Assistant

Dawn Campbell, Cataloguing Assistant

Surita Dey, Acquisitions Technician  
(Resigned 24 October 1985)

Lori Erwin, Systems Assistant (Promoted  
1 August 1985)

Audrey Harrison, Data Entry Clerk,  
1 April - 20 October 1985 (contract);  
(appointed 21 October 1985)

Ann Haworth, Data Entry Clerk, (Appointed  
15 April 1985)

Julia Jhaveri, B.A., Data Entry Clerk

Cathy Misener, Data Entry Clerk, 18 November  
1985 - 31 March 1986 (contract)

Rose Ocampo, B.S.S.W., M.A., Senior  
Acquisitions Technician

Lynda O'Connor, Receptionist/Typist

Ruth M. Patterson, Acquisitions Technician  
2 December 1985 - 31 March 1986 (contract)

Merle Ramdial, B.A., Acquisitions Technician  
1 April - 3 November 1985 (contract);  
(Appointed 4 November 1985)



## Technical Services and Systems (Continued)

Donna Smith, Cataloguing Assistant (Resigned  
22 February 1985)

Kimberley Turner, B.A., M.A., Cataloguing  
Assistant (Appointed 18 March 1985)

Angela Wilke, Senior Government  
Publications Technician

### Student Assistants:

Vickie Cantelon, 21 May - 30 August 1985

Sandra Craig, 17 September 1985 - 31  
March 1986 (part time)

Thora Gislason, 9 September 1985 to 31  
March 1986 (part-time)

Margot MacNaughton, 12 November 1985 -  
31 March 1986 (part-time)

Katherine More, 29 April - 30 August 1985

Esther Wines, 13 May - 30 August 1985

## Checklist and Catalogue Service

Manager Linda L. Reid, B.A., B.L.S., M.L.S.

Librarians: Carolyn Barnes, B.A., M.L.S. (Seconded  
to Information and Reference Services 6  
August 1985)

Helen Segal, B.A., M.L.S., 29 July 1985 -  
31 March 1986 (contract)

Administrative Clerk: Pulver Zajfman

Library Technician: Donna Stellar

Summer Student: Beth Kirkwood, B.A., 31 May - 30 August 1985























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